

MEDICAL ASSISTANT, ASSOCIATE OF GENERAL STUDIES (AGS)

Locations: Gonzales, Reserve, St. Charles, Westside

The Medical Assistant concentration of the General Studies Associate (AGS) degree is a 60-credit hour program designed to help students reach their educational and/or occupational goals. Flexible by design, the AGS is suitable for students interested in immediate employment or career entry, as well as for the student preparing to transfer to a related baccalaureate degree. The degree includes General Education coursework as well as coursework specific to preparation for the Certified Clinical Medical Assistant (CCMA) exam administered by the National Healthcare Association (NHA) and employment in a clinical setting as a Medical Assistant. All courses required for the concentration (MAST and required, related courses) must be passed with a "C" or better. Courses are taken as a cohort. Students who do not satisfy the MAST course requirements will not be eligible to progress. Upon completion of the Medical Assistant (MAST) courses, students earn the Medical Assistant Certificate of Technical Studies, which includes an externship course requiring up to 120 hours in a medical clinic or hospital setting. Students completing all coursework, including a "C" or better in English Composition and MATH, earn the Associate of General Studies with a concentration in Medical Assistant. Students who plan to transfer should consult with an RPCC Advisor, as well as an advisor from the other college/university, to assure transferability of credit.

Curriculum

Course	Title	Hours
First Semester		
MAST 1012	Introduction to Health Profess	2
MAST 1014	Introduction to the Human Body	4
MAST 1113	Clinical Procedures I	3
MAST 1124	Administrative Procedures	4
Hours		13
Second Semester		
MAST 1223	Clinical Procedures II	3
MAST 1233	Phlebotomy	3
MAST 1243	Pharmacology for Med Assistant	3
MAST 1293	Medical Assistant Externship	3
Hours		12
Third Semester		
ENGL 1013	English Composition I (General Education, English Composition)	3
General Education, Social Science - PSYC 2013		3
General Education, Fine Arts - select any ARTS, MUSC, or THTR		3
Medical Assistant Approved Elective ¹		3
Hours		12
Fourth Semester		
ENGL 1023	English Composition II (General Education, English Composition)	3
General Education, Natural Science - Select one of the following:		3
BIOL 1013	General Biology I	
BIOL 1033	Principles of Biology I	
Natural Science Lab - select the course associated with the General Education Natural Science course chosen:		1
BIOL 1011	General Biology Lab I	
BIOL 1031	Principles of Biology Lab I	

General Education, Social Science – select one: any ANTH, ECON, GEOG, PSYC, SOCL; WGNS 2503; or CRJU 1013		3
Medical Assistant Approved Elective ¹		3
Hours		13
Fifth Semester		
General Education, Mathematics/Analytics Reasoning - MATH 1313		3
General Education, Natural Science - Select one of the following:		3
BIOL 1023	General Biology II	
BIOL 1043	Principles of Biology II	
Natural Science Lab - select the course associated with the General Education Natural Science course chosen:		1
BIOL 1021	General Biology Lab II	
BIOL 1041	Principles of Biology Lab II	
General Education, Humanities – select from the following: Any HIST, PHIL, RELS, SPAN, SPCH, or any 2000-level ENGL (English Literature)		3
Hours		10
Total Hours		60

¹ Medical Assistant Approved Electives: BUSN 1103 Customer Service, HEIT 1103 Medical Terminology, HEIT 1713 Introduction to Health Informa, HEIT 1723 Healthcare Law, Ethics, & Comp

Additional Academic Awards

Medical Office Customer Service, Career and Technical Certificate (CTC)

Code	Title	Hours
MAST 1012	Introduction to Health Profess	2
MAST 1113	Clinical Procedures I	3
MAST 1124	Administrative Procedures	4
MAST 1014	Introduction to the Human Body	4
Total Hours		13

Medical ASSISTANT, Certificate of technical studies (CTS)

Code	Title	Hours
MAST 1012	Introduction to Health Profess	2
MAST 1113	Clinical Procedures I	3
MAST 1124	Administrative Procedures	4
MAST 1014	Introduction to the Human Body	4
MAST 1233	Phlebotomy	3
MAST 1243	Pharmacology for Med Assistant	3
MAST 1223	Clinical Procedures II	3
MAST 1293	Medical Assistant Externship	3
Total Hours		25

Upon successful completion of the program, the graduate will be able to:

1. Demonstrate effective communication skills.
2. Demonstrate phlebotomy skills in a safe manner in the laboratory and clinical setting.
3. Demonstrate proper basic clinical skills (vital signs).
4. Demonstrate professional behaviors in the workplace.
5. Demonstrate compliance with the legal and ethical standards of HIPAA.

For additional career-related information and resources, visit the RPCC Career Success webpage (<https://www.rpcc.edu/workforce-training/career-success-center/career-success-center/>).