

MEDICAL ASSISTING TECHNOLOGY (MATC)

MATC 1502 Medical Law and Ethics 3 s.h.

Types of medical practices. Legal relationship of physician to patient, i.e., professional liability, implied and informed consent, malpractice, invasion of privacy. Emphasis on professional attitude and behavior.

MATC 2600 Medical Insurance Forms 2 s.h.

A study of private group and government insurance programs; Medicare, Medicaid, Worker's Compensation and Disability Insurance and the completion of required forms.

MATC 2610 Introduction to Disease Processes 3 s.h.

Introduction to the disease process including diagnostic symptoms and treatment aspects. Emphasis on the physical, psychological, and environmental conditions which influence the individual's well being.

MATC 2611L Clinical Procedures Lab 1 s.h.

Techniques of patient interviewing and history taking, performance of patient assessment, application of principles of body mechanics, and instructions for examinations and diagnostic procedures. Three hours lab.

MATC 2614 Medical Office Procedures 3 s.h.

Fundamentals in patient reception, appointment scheduling, communication techniques, office management systems and preparation of an office policy manual. Three hours lecture, six hours assigned practicum per week.

MATC 2620 Advanced Clinical Procedures 3 s.h.

Orientation to minor surgical and specialized examination techniques, physical examinations, preparation and administration of medication, performing electrocardiograms, application of physical therapy, and x-ray techniques including maintaining medical supplies and inventory.

Coreq.: MATC 2620L.

MATC 2620L Advanced Clinical Procedures Lab 1 s.h.

Laboratory experiences in minor surgical and specialized examination techniques, preparation and administration of medication, electrocardiograms, physical therapy, and x-ray procedure. Concurrent with: MATC 2620. Three hours of lab per week.

Coreq.: MATC 2620.

MATC 2680 Medical Laboratory Procedures 1 s.h.

An introduction to diagnostic laboratory procedures performed in the physician's office. Principles and techniques of laboratory procedures.

Coreq.: MATC 2680L.

MATC 2680L Medical Laboratory Procedures Lab 1 s.h.

Practice in diagnostic laboratory procedures. Emphasis on collection, proper handling, and identification of specimens. Basic hematologic procedures, urinalysis, bacteriological exams, serology, and pregnancy tests. Concurrent with: MATC 2680. Three hours of lab per week.

Coreq.: MATC 2680.

MATC 2692 Medical Assisting Externship 3 s.h.

A practical experience in the offices of qualified physicians, accredited hospitals, and/or clinics. This is a non-paid experience. 20 hours per week for a total of 300 hours per semester at the site. One-hour weekly seminar.