

# Medical Assisting (MEDA)

## **MEDA 101 Medical Vocabulary I**

**3 credits | REEL**

**Quarter(s): F, W, Sp**

Introduces basic anatomy & physiology while providing a foundation for building a medical vocabulary including the study of prefixes, roots, suffixes, combining forms, and pronunciation. Emphasis is on using medical terms accurately in the context of healthcare employment settings. Also introduces common diseases, and concepts in disease prevention and health promotion. Students will develop resourcefulness through the use of various tools, including a cyclopedic medical dictionary. Prerequisite: None

## **MEDA 102 Medical Vocabulary II**

**3 credits | REEL**

**Quarter(s): W, Sp**

Continues the focus of MEDA 101 by developing a medical vocabulary (using word documents, abbreviations, and stand-alone terms), and knowledge relating to common diseases for body systems not covered in MEDA 101. Prerequisites: MEDA 101 or BTEC 181

## **MEDA 120 Survey of Human Anatomy & Physiology**

**5 credits | ELEC**

**Quarter(s): F, W**

Introduces students to such fundamental biological principles as the cell and metabolism, then progresses through tissues to human organ systems including respiratory, circulatory, digestive, reproductive, immune, nervous, musculoskeletal, urinary and sensory organs.

Prerequisite: ENGL 099 with a C or better or placement into ENGL& 101.

## **MEDA 122 Law and Ethics for the Medical Office**

**3 credits | REEL**

**Quarter(s): F, W**

Presents the legal, ethical, and bioethical issues relevant to medical office settings. Course features legal cases and legislation. Topics include patient confidentiality, advance directives, consents, professional liability, medical malpractice, release of information, bioethical case studies, the American Association of Medical Assistants' professional code of ethics, and specific Washington State legislation relating to Medical Assistants.

Prerequisites: ENGL& 101 or BUS 119; C or higher is required for the Medical Assisting Program. Note: This course must be completed before spring quarter of the Medical Assisting cohort year.

**MEDA 145 Medical Laboratory Techniques****6 credits | REEL****Quarter(s): Sp**

Enables students to develop knowledge and skills necessary to work in a healthcare provider's office laboratory.

Focuses on quality control, record keeping, specimen collection - including phlebotomy- processing and disposal, urinalysis, hematology, blood chemistry, immunology, and microbiology. This course is part of the educational requirement for the Medical Assistant - Certified, according to Engrossed Substitute Senate Bill 6237 (ESSB 6237), and teaches to the scope of practice according to this law.

Prerequisites: MEDA 101, MEDA 102 (or BTEC 181 and 182), MEDA 120 (or BIOL&241 and 242), MEDA 122; C or higher is required for the Medical Assisting Program. Proof of Bloodborne Pathogens Training (BBP) meeting RCW 70.24.017 and Hepatitis B vaccine series.

**MEDA 161 Examining Room Procedures I****4 credits | REEL****Quarter(s): F**

Provides a foundation of knowledge and basic skills for assisting a health care practitioner in a clinical setting. Requires students to perform vital signs, infection control, patient care, and sterile techniques. Explains and discusses OSHA standards for handling biohazardous materials along with first aid and medical emergencies.

Prerequisites: Current enrollment in the Medical Assisting Program. AH 114 or PSYC&200, ENGL&101 or BUS 119; C or higher is required for the Medical Assisting Program. Concurrent requirements: MEDA 120 (or BIOL&241 and 242), if not already completed with a C or higher.

**MEDA 162 Examining Room Procedures II****4 credits | REEL****Quarter(s): W**

Builds on competencies developed in MEDA 161, necessary for assisting a health care provider in a clinical setting. Focuses on electrocardiography, specialty procedures, safety in radiography, nutrition in health and disease, and advanced patient screening techniques.

Prerequisites: Current enrollment in the Medical Assisting Program. MEDA 101 or BTEC 181, MEDA 120 (or BIOL&241 and 242), MEDA 161; C or higher is required for the Medical Assisting Program.

**MEDA 165 Medications in Medical Assisting & Diseases****5 credits | REEL****Quarter(s): Sp**

Explores knowledge of common diseases and pathology, including diagnostic and treatment modalities. Students will become proficient in using drug reference materials. This course is part of the educational requirement for the Medical Assistant - Certified, according to Engrossed Substitute Senate Bill 6237 (ESSB 6237), and teaches to the scope of practice according to this law. Lecture and laboratory content include administration and documentation of oral, subcutaneous, intramuscular, intradermal, ophthalmic and otic medications.

Prerequisites: Current enrollment in Medical Assisting Program, or Medical Assistant Program Director permission. MATH 105 (or any college level math), MEDA 101, MEDA 102 (or BTEC 181 and 182), MEDA 120 (or BIOL&241 and 242), MEDA 122; C or higher is required for the Medical Assisting Program.

**MEDA 190 Medical Assisting Preceptorship****6 credits | REEL****Quarter(s): S**

Provides students the opportunity to apply learned skills and knowledge to a practical experience. Students are assigned to clinics and healthcare provider offices where they rotate to different tasks, building from the simpler to the more complex, under the supervision of a facility-appointed preceptor.

Prerequisite: Current enrollment in Medical Assisting Program, or Medical Assistant Program Director permission. MEDA 145 and MEDA 165; C or higher is required for the Medical Assisting Program. Concurrent requirements: Enrollment in MEDA 195.

**MEDA 195 Medical Assisting Seminar**  
**1 credit | REEL****Quarter(s): S**

Brings together students currently in preceptorships to discuss issues as they arise in the workplace. Provides an opportunity to introduce advanced topics in medical assisting or healthcare, as well as job seeking. Topics will include: resume writing and interviewing techniques.

Prerequisites: Current enrollment in Medical Assisting Program, or Medical Assistant Program Director permission. Completion of previous MEDA courses and program requirements; C or higher is required for the Medical Assistant Program. Concurrent requirements: Enrollment in MEDA 190.

**MEDA 205 Certification Review for Medical Assisting****2 credits | REEL****Quarter(s): S, F**

Provides information to prepare for the Certified Medical Assistant (CMA) exam offered by the American Association of Medical Assistants (AAMA). Includes a review of anatomy, medical terminology, psychology, ethics, and pharmacology, as well as additional topics in clinical and administrative medical assisting.

Prerequisites: None

**MEDA 288 Cooperative Work Experience****1-15 credits****Quarter(s): S, F, W, Sp**

Provides work-based learning experience in a specific program of study. Individualized student outcomes are developed, focusing on behaviors that contribute to workplace success.

Prerequisites: Instructor or Cooperative Education Coordinator permission

Concurrent requirements: COLL 289 or BUS 294 must be taken prior to or concurrent with this course.

**MEDA 298 Special Topics in Medical Assisting****1 credit | REEL****Quarter(s): F, W**

Augments previous academic learning in medical law & ethics. Topics include Washington law for medical assistants and medical board specialties.

Prerequisites: BTEC 164 or similar

**MEDA 299 Independent Study****1-10 credits**

Offers individualized learning opportunities for knowledge or skill development. Content and expectations are established between the student and instructor, and documented in an Independent Study contract.

Prerequisites: By instructor permission only.