

**Associate in Applied Science in  
Allied Health and Human Services  
Medical Assisting Option  
(EDGE/Cooperative Program with Career Centers)**

The Associate in Applied Science in Allied Health and Human Services: Medical Assisting Option is an EDGE/collaborative program between WVSCCTC and Career Centers. Students who complete the Medical Assisting Program and transfer to WVSCCTC will be granted 28 credit hours toward the A.A.S. in Allied Health and Human Services: Medical Assisting Option only upon completion of all courses (with a grade of C or better) in the Medical Assisting program and a passing score of 75% or above on the state exam.

**Careers in Medical Assisting**

The program primarily prepares the graduates for employment and/or further on-the-job training in the field of assisting in patient-care management and administrative duties. Typical jobs for graduates of this program may include:

- physicians' offices, clinics, hospitals, and other medical facilities
- assisting the physician by preparing the patient for examinations, performing basic laboratory tests, and performing other services related to the patient
- perform administrative and clerical duties such as receptionist, transcribing medical dictation, accounting, and insurance form preparation

**Program Learning Outcomes**

These learning outcomes are established for the Medical Assisting Program at the associate degree level. Upon completion of this program the student will be able to:

1. Obtain appropriate employment as a Medical Assistant.
2. Adapt to emerging and rapid changes in science, technology, business, or human health services.
3. Assist in a health facilities with labs and software.
4. Assist with nutrition and wellness.
5. Assist with lab and diagnostic procedures.
6. Assist in the clinical procedures.
7. Assist physicians in their offices.
8. Perform administrative and clinical duties.

**Curriculum/Suggested Sequence**

(62 hours required for graduation) / (28 hours transfer from career center)

**CLASSES HELD AT WVSCCTC**

**FIRST SEMESTER**

ENGL 101	English Composition I	<b>OR</b>	
ENG 110	English Composition I		3
BST 104	Business Math		3
HUM 101	Intro to Humanities		3
BST 240	Fund of Bus Comp Tech	<b>OR</b>	
CS 106	Intro to Comp and Office Tech		3
BST 106	Introduction to Business		3
AH 103	Introduction to Gerontology		3
	<b>Total Credits</b>		<b>18</b>

**SECOND SEMESTER**

ENG 120	Technical Writing	<b>OR</b>	
BST 230	Business Comm & Ethics		3
BIOL 210	Basic Anat & Physiology	<b>OR</b>	
BIOL 101	Principles of Biology		4
BST 202	Introduction to Management		3
AH 120	Introduction to CBHT		3
SOC 101	Intro to Sociology	<b>OR</b>	
PSYC 151	General Psychology		3
	<b>Total Credits</b>		<b>16</b>

**CLASSES AT BEN FRANKLIN – 28 Credits transfer to WVSCCTC**

WVEIS 0735	Med. Asst. Adm. Proc 1	3
WVEIS 0736	Med. Asst. Adm. Proc II	6
WVEIS 0737	Med. Asst. Lab & Diag Proc	4
WVEIS 0733	Med. Asst. Clinical Procedures	6
WVEIS 0739	Nutrition & Wellnes	2
WVEIS 0721	Medical Terminology	2
WVEIS 0738	Orientation to Med Asst	2
WVEIS 0734	Adv. Pharmacology for MA	3
	<b>Total Credits</b>	<b>28</b>

For More Information, Contact:  
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