



Medical Assisting A.S. Degree

The CRC Medical Assisting Program is designed to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains. Upon completion of the Certificate in Medical Assisting, students may take the CMA (AAMA) certification exam administered by the American Assoc. of Medical Assistants.

Total Units: 60.5-63.5

First Year

Semester 1-Program Pre-Req

11-12 Units

COURSE	UNITS	PRE-REQS [^]	SEMESTERS OFFERED*	GE AREA
AH 311 ¹ Z Medical Language for Health-Care Providers	3		F(O), S(O), Su(O)	
BIOL 102 ² Z Essentials of Human Anatomy and Physiology or	4		F, S	
BIOL 100 ² Z Introduction to Concepts of Human Anatomy and Physiology	3		F(O), S, Su	
ENGL C1000 Z College Composition	3		F(O), S, Su	CRC Area L1A
CISC 302 Z Computer Familiarization	2		F, S(O)	

Z At least one section of this course is offered with free textbooks and is labeled as zero textbook costs (ZTC). If it is a GE area class or elective, there may be several ZTC offerings to fulfill the GE requirement. Use the Free Textbook filter to find these courses. Learn more on the [ZTC page of the college website](#).

¹ Formerly AH 110.

² or BIOL 430 (5 units) and BIOL 431 (5 units). (These satisfy Local GE Area 5.)

Semester 2

14.5-15.5 Units

Career

Options/Outlook:

Medical Assistants perform administrative and certain clinical duties under the direction of a physician. Administrative duties may include scheduling appointments, maintaining medical records, billing, and coding information for insurance purposes. Clinical duties may include taking and recording vital signs and medical histories, preparing patients for examination, drawing blood, and administering medications as directed by a physician.

A sample of reported job titles:

Certified Medical Assistant (CMA), Chiropractor Assistant, Clinical Assistant, Doctor's Assistant, Medical Assistant (MA), Medical Office Assistant, Ophthalmic Technician, Optometric Assistant, Optometric Technician, Registered Medical Assistant (RMA)

Projected job openings in California (2020-2030):

14,000

COURSE	UNITS	PRE-REQS^	SEMESTERS OFFERED*	GE AREA
MEDA 100 Z Introduction to Medical Assisting	1.5		F, S	
PSYC C1000 Z General Principles	3		F(O), S(O), Su(O)	CRC Area L4
Local Area 2 – Math Concepts and Quantitative Reasoning Z	3-4	Recommend meeting with a counselor	F, S, Su	CRC Area L2
Local Area 7A – Physical Education Z	1		F, S, Su	CRC Area L7A
Local Area 1B – Oral Communication and Critical Thinking Z	3		F, S, Su	CRC Area L1B
Local Area 6 – Ethnic Studies Z	3		F, S, Su	CRC Area L6

Z At least one section of this course is offered with free textbooks and is labeled as zero textbook costs (ZTC). If it is a GE area class or elective, there may be several ZTC offerings to fulfill the GE requirement. Use the Free Textbook filter to find these courses. Learn more on the [ZTC page of the college website](#).

Year 2 - Apply to MEDA Program by May

1

Semester 3

12 Units

COURSE	UNITS	PRE-REQS^	SEMESTERS OFFERED*	GE AREA
MEDA 124 Z Administrative Medical Assisting	3	Acceptance to MEDA Program	F	
MEDA 105 Z General Medical Assisting	3	Acceptance to MEDA Program	F	

Projected growth in California (2020-2030):

20% growth

Median Salary in California (2021):

\$38,780/yr

Source:

<https://www.onetonline.org/link/summary/31-9092.00>

Transfer notes:

Please meet with a counselor for specific transfer course evaluation or transferring to a specific 4-year institution.

General Education (GE):

Non-specified GE courses identified by CRC Area, CSU Area or IGETC Area without pre- or co-requisite can be taken at any semester.

Honors option:

The CRC Honors Program is designed specifically for academically accomplished students and for students with the potential for high achievement. Students who complete 15 units or more in honors-designated courses will earn special recognition as an Honors Scholar, a distinction that may entitle the student to guaranteed transfer and scholarship opportunities at select transfer colleges and universities.

COURSE	UNITS	PRE-REQS [^]	SEMESTERS OFFERED*	GE AREA
PSYC 371 ¹ Z Life Span Developmental Psychology or	3		F(O)	CRC Area L7B
FCS 324 Z Human Development: A Life Span	3		F(O), S(O), Su	CRC Area L7B
CRC Area I-Humanities Z	3		F, S, Su	CRC Area L3

Z At least one section of this course is offered with free textbooks and is labeled as zero textbook costs (ZTC). If it is a GE area class or elective, there may be several ZTC offerings to fulfill the GE requirement. Use the Free Textbook filter to find these courses. Learn more on the [ZTC page of the college website](#).

¹ PSYC 371 is a pre-req to MEDA 140.

Semester 4

14 Units

COURSE	UNITS	PRE-REQS [^]	SEMESTERS OFFERED*	GE AREA
AH 120 Z Human Disease	3	Co-req or Pre-req: AH 110 & BIOL 100 or 102	F(O), S(O)	
AH 124 Z Pharmacology for the Health Care Professional	2		F(O), S(O)	
MEDA 230 Z Clinical Procedures	6	MEDA 124; Co-req: AH 120 & 124	S	
COMM 325 Z Intercultural Communication or	3		F, S	
ANTH 313 Z Introduction to Cultural Anthropology: Medical Focus	3	Advisory: ANTH 300 or 310 and eligible for ENGL C1000	S(O), Su	

Z At least one section of this course is offered with free textbooks and is labeled as zero textbook costs (ZTC). If it is a GE area class or elective, there may be several ZTC offerings to fulfill the GE requirement. Use the Free Textbook filter to find these courses. Learn more on the [ZTC page of the college website](#).

About this program map:

This program map represents one possible pathway to complete the program. Please see a counselor to create an education plan customized to meet your needs. This map is not a guarantee of course

availability or financial aid applicability.

This map meets the requirement for:

the Certificate of Achievement in Medical Assisting.

Enrollment Process

Eligible students are selected for the program according to the following steps:

- Only students who meet the pre-enrollment requirements will be considered for the program.
- Selection will be based on a random selection process, should the number of qualified applicants exceed available spaces in the program.
- Accepted applicants will be notified by the Program Director by July 1.
- Students will be required to perform a background and drug clearance or immunity to the following: measles, rubella, rubeola, varicella, TDaP, and possible influenza. Placement in a clinical location will be contingent upon the results of this screening.

Zero Textbook Costs (ZTC):

Semester 5

9-10 Units

COURSE	UNITS	PRE-REQS [^]	SEMESTERS OFFERED*	GE AREA
MEDA 140 Z Medical Assisting Practicum	3	COMM 325, MEDA 230, PSYC 300 & PSYC 371	F, S, Su	
MEDA 145 Z Medical Assisting Certification Review	2	MEDA 230	F, S	
Local Area 5 – Natural Sciences Z	3		F, S, Su	CRC Area L5
Elective ¹	1-2		F, S, Su	

Z At least one section of this course is offered with free textbooks and is labeled as zero textbook costs (ZTC). If it is a GE area class or elective, there may be several ZTC offerings to fulfill the GE requirement. Use the Free Textbook filter to find these courses. Learn more on the [ZTC page of the college website](#).

[^]You must have passed the prerequisite course(s) with a “C” or better; Corequisite must be taken during the same semester; Advisory means it is recommended but not required to enroll in the course.

*(O) = online available (P) = partially online

¹ Units required are determined by the number of units needed to total 60 units for graduation. Refer to [Course Number](#) for the appropriate course level necessary for the degree.

The Zero Textbook Costs designation and logo are added to any course that provides free access to all required instructional materials. These are typically shared with students through Canvas. Courses that are designated as ZTC may still require students to purchase supplemental materials such as lab coats, a calculator, art supplies, etc. See full definitions and searching tips on the [Zero Textbook Costs page](#) of the college website.