

MA 63AL Course Outline as of Spring 2012**CATALOG INFORMATION**

Dept and Nbr: MA 63AL Title: CLINICAL EXPER 1

Full Title: Clinical Experience 1

Last Reviewed: 10/1/2001

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	2.00	Lecture Scheduled	0	12	Lecture Scheduled	0
Minimum	2.00	Lab Scheduled	0	12	Lab Scheduled	0
		Contact DHR	8.50		Contact DHR	102.00
		Contact Total	8.50		Contact Total	102.00
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 0.00

Total Student Learning Hours: 102.00

Title 5 Category: AA Degree Applicable

Grading: Grade or P/NP

Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP

Also Listed As:

Formerly:

Catalog Description:

Practical experience in hospitals and/or clinics to develop clinical medical assisting skills related to clinical courses and patient interaction and communication skills. Ability to function with accuracy, speed and organization is emphasized.

Prerequisites/Corequisites:

Completion of enrollment in Administrative Medical Assisting courses, MA 61, ANAT 58, HLC 60, MA 62, and immunization clearance, TB test, physical exam and current CPR certificate.

Recommended Preparation:

Eligibility for ENGL 1A, MA 60 (or six months experience in a medical office.

Limits on Enrollment:**Schedule of Classes Information:**

Description: Practical experience in hospitals and/or clinics to develop clinical medical assisting skills related to Clinical Procedures 2 (MA 63B), and patient interaction and communication skills. Ability to function with accuracy, speed and organization is emphasized. (Grade or P/NP)

Prerequisites/Corequisites: Completion of enrollment in Administrative Medical Assisting courses, MA 61, ANAT 58, HLC 60, MA 62, and immunization clearance, TB test, physical

exam and current CPR certificate.

Recommended: Eligibility for ENGL 1A, MA 60 (or six months experience in a medical office.

Limits on Enrollment:

Transfer Credit:

Repeatability: Two Repeats if Grade was D, F, NC, or NP

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

AS Degree:	Area	Effective:	Inactive:
CSU GE:	Transfer Area	Effective:	Inactive:
IGETC:	Transfer Area	Effective:	Inactive:
CSU Transfer:		Effective:	Inactive:
UC Transfer:		Effective:	Inactive:

CID:

Certificate/Major Applicable:

Certificate Applicable Course

COURSE CONTENT

Outcomes and Objectives:

At the completion of this course the student will be able to:

1. Perform a variety of clinical medical assisting tasks as itemized on a task list and performed a specific number of times.
2. Develop problem-solving and creative ability involving proper and safe use of equipment, procedures & processes utilized by the clinical medical assistant in the physician's office, the clinic, and/or hospital.
3. Develop and/or discover his/her talents, attitudes, work habits, interpersonal skills & individual potential as they relate to her/his work experience.
4. Apply knowledge and skills obtained in the classroom and skills laboratory to the clinical experience.
5. Demonstrate ability to perform clinical medical assisting tasks by bringing a weekly evaluation of experience & objectives for upcoming week.
6. Discuss and roleplay scenarios to demonstrate critical thinking regarding professional concept of confidentiality and ethical and legal implications of working in clinical medical assisting setting.
7. Utilize problem-solving techniques during weekly conferences to address problems encountered in clinical setting.

Topics and Scope:

- I. Clinical Experience - Medical clinic and/or hospital
 - A. Staff orientation to clinical medical assisting tasks
 - B. Student application of clinical medical assisting skills in each setting

- C. Staff and instructor evaluation of student performance
- II. Conferences
 - A. Orientation to clinical medical assisting
 - 1. procedures and evaluations
 - 2. expectations
 - 3. orientation to assigned experience
 - 4. review of course outline and syllabus
 - B. Analysis of tasks and problem solving related to clinical medical assisting experiences
 - C. Establishment of learning objectives in the clinical medical assisting experience
 - D. Application of procedures and practices in clinical medical assisting

Assignment:

1. Weekly task sheet update & written goals for following week.
2. Weekly report on goals.
3. Attendance in clinical experience, participation in problem-solving exercises & roleplaying of interpersonal conflicts and/or communication skills.
4. Five to twenty-five exercises demonstrating the ability to accurately perform clinical medical assisting skills.
5. Five to twenty written assignments from clinical setting, related to clinical procedures and OSHA standards.

Methods of Evaluation/Basis of Grade:

Writing: Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

None, This is a degree applicable course but assessment tools based on writing are not included because problem solving assessments and skill demonstrations are more appropriate for this course.

Writing
0 - 0%

Problem Solving: Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Field work, Lab reports

Problem solving
5 - 20%

Skill Demonstrations: All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

Class performances, Field work

Skill Demonstrations
60 - 70%

Exams: All forms of formal testing, other than skill performance exams.

Multiple choice, Matching items, Completion, Short essay

Exams
15 - 25%

Other: Includes any assessment tools that do not logically fit into the above categories.

Attendance

Other Category
5 - 10%

Representative Textbooks and Materials:

Clinical Procedures for Medical Assistants, by K. Bonewit-West, 4th Ed.,
Saunders, 2000