



**Course Title:**

Clinical Medical Assisting

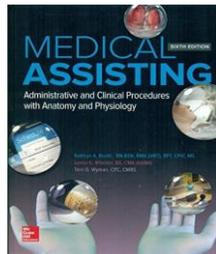
**Course #: MED\* 141**

**Course Description:**

This course is an introduction to clinical laboratory equipment, testing, and procedures commonly performed in medical settings, and point of care testing (POCT). Course content includes documentation procedures, quality control, theory and norms of diagnostic tests. Emphasis is placed on skills mastery through scenarios provided in class. 3 Credit Hours.

**Required Text:**

Booth, K., Whicker, L., and Wyman, T. (2017). *Medical Assisting – Administrative and Clinical Procedures w/Anatomy and Physiology, 6e*. New York, NY: McGraw-Hill Higher Education.



**Pre-requisite:**

Med 170 Med Law & Ethics, Med 111 Medical Assisting Administration, Med 112 Insurance & Billing, Bio 115 Human Biology, English 101, English 102, MAT 137

**Goals:**

- To prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.
- To develop the clinical competencies necessary to be a competent medical assistant.
- To examine the roles and responsibilities of a clinical medical assistant in healthcare.
- To develop effective communication skills and respect for uniqueness and diversity.
- To apply ethical, logical, critical and analytical processes in identifying problems, alternative solutions and making informed decisions related to the clinical healthcare environment

**Outcomes:**

With the satisfactory completion of this course, the student will be able to perform entry level competencies as a Medical Assistant. This course includes the following cognitive competencies:

1. Describe regulatory requirements related to Point of Care Testing (POCT).
2. Analyze Clinical Laboratory Improvement Amendment (CLIA) regulations related to POCT.
3. Explain safety considerations.
4. Describe quality improvement processes.
5. Discuss quality issues relevant to POCT including contamination, inhibition and sampling.
6. Interpret and implement manufacturing instructions.
7. Describe how to select instrumentation.
8. Explain the requirements for system validation.
9. Demonstrate the following: instrument verification, calibration, linearity, and range verification.
10. Describe concerns related to point-of-care connectivity and technology.
11. Explain the leadership, educational and training needs for a POCT program.
12. Identify the processes for collecting patient specimens.

**1. Evaluation:**

2. This course is a core course for Medical Assisting majors. For Medical Assisting students, in ***Failure to achieve a final grade of 73 (C) or better and/or failure to pass the competency skills identified within this course will result in the student being required to repeat the course.***
- 3.

Grade	Points	Explanation	Grade	Points	Explanation
<b>A (93-100)</b>	4.0	Excellent	<b>C (73-76)</b>	2.0	Satisfactory
<b>A- (90-92)</b>	3.7	Excellent	<b>C- (70-72)</b>	1.7	Below Average
<b>B+ (87-89)</b>	3.3	Good	<b>D+ (67-69)</b>	1.3	Poor
<b>B (83-86)</b>	3.0	Good	<b>D (63-66)</b>	1.0	Poor
<b>B- (80-82)</b>	2.7	Good	<b>D- (60-62)</b>	0.7	Poor
<b>C+ (77-79)</b>	2.3	Satisfactory	<b>F (below 60)</b>	0.0	Fail

**Types of Assessments meeting Core Competencies**

**Med 153 Grade Matrix**

Clinical Skill Performance	25%
Homework Assignments & Case Studies	15%
Class Participation/Attendance	10%
Career Services Workshop (MANDATORY)	10%
Assessments/Test/Quizzes	20%
Final Examination	20%
<b>Total</b>	<b>100%</b>

### **Competencies:**

Using a Biohazardous Sharps Container  
 Disposing of Biohazardous Waste  
 Aseptic Hand Washing  
 Using an Alcohol Hand Disinfectant  
 Removing Contaminated Gloves  
 Removing a Contaminated Gown  
 Notifying State and County Agencies about Reportable Diseases  
 Using Critical Thinking Skills During an Interview  
 Using a Progress Note  
 Obtaining a Medical History

Performing Vision Screening Tests  
 Administering Eye Medications Video  
 Performing Eye Irrigation  
 Performing Ear Irrigation  
 Creating a Sterile Field  
 Performing a Surgical Scrub  
 Donning Sterile Gloves

Collecting a Clean-Catch Midstream Urine Specimen  
 Collecting a 24-Hour Urine Specimen  
 Establishing Chain of Custody for a Urine Specimen  
 Performing a Reagent Strip Test  
 Fecal Occult Blood Testing Using the Guaiac Testing Method  
 Quality Control Procedures for Blood Specimen Collection

Performing Venipuncture Using an Evacuation System  
Performing Capillary Puncture  
Measuring Blood Glucose Using a Handheld Glucometer  
Rapid Infectious Mononucleosis Test  
Obtaining an ECG  
Measuring Forced Vital Capacity Using Spirometry  
Obtaining a Peak Flow Rate  
Obtaining a Pulse Oximetry Reading

**Coursework Expectations:**

Below are descriptions of the methods of assessment. Additional instructions and rubrics will be provided by your instructor and listed in Blackboard.

This is an intense course requiring a significant commitment on behalf of the student. In order to do well, there is an expectation that students will spend a significant time outside of the class dedicated to studying the material and working on homework assignments and/or projects.

**You should plan for a MINIMUM of 9 hours outside class per week** completing your assignments not including preparation for class.

***The competencies for this course include:***

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Comprehension and methods used for evaluation will be demonstrated in theoretical and clinical skill assignments, clinical testing, and final evaluations.

**Course Policies:**

1. All assignments and the final exam must be completed. Your participation in the classroom projects is vital to the learning process and attendance is a key ingredient of your success in the workplace. Students are required to bring their student workbook/clinical skills competency book with them to EVERY class. Each student must conduct themselves in a manner reflecting the professionalism of a medical assistant and come to the first lab dressed appropriately.

**Excused absences are:**

- You or your child is sick as **documented by a doctor's note.**
- A death in the family that is **documented by a clergy member, funeral home, or death certificate.**

- A graduation in your immediate family (mother, father, son, daughter, brother, sister, husband, and/or wife) that is **documented with a graduation program or letter from the school.**
- You have a court date that cannot be changed **and you provide a copy of the summons.**  
☒ Extenuating circumstances at the discretion of the instructor.

### **Tutoring and Academic Success Center (TASC) C117**

[www.trcc.commnet.edu/learning-resources/tutoring-tasc](http://www.trcc.commnet.edu/learning-resources/tutoring-tasc)

TASC provides free academic support to TRCC students primarily through face-to-face tutoring. Additionally, handouts, books, and other academic resources are available for loan. Visit TASC's website for information about hours and online workshops.

#### Tutoring Center

The Tutoring Center provides free one-to-one and group tutoring for most courses and is available by appointment or walk-in; appointments are suggested and can be made in person or by phone. Contact us at [TASC@threerivers.edu](mailto:TASC@threerivers.edu).

#### Writing Center

Writing reviews are available on a walk-in basis, by appointment, or by e-mail. Services are intended to help students learn to improve their writing, edit, and revise their own work successfully. Send questions or paper submissions to: [TRWritingCenter@threerivers.edu](mailto:TRWritingCenter@threerivers.edu).

Online tutoring is also available! Ask TASC consists of two components: the Ask TASC discussion board and a link to the Writing Center's e-mail instructions. All currently-enrolled students can access "Ask TASC" by logging into "Blackboard" and selecting "Ask TASC" from their course list.

### **Library Services C119**

Please refer to the following link:

[www.threerivers.edu/Div\\_IT/Library/Library.shtml](http://www.threerivers.edu/Div_IT/Library/Library.shtml)

Monday - Thursday, 8:30 am – 8:00 pm; Friday, 8:30 am – 3:00 pm The Donald R. Welter Library is committed to supporting the research and information needs of

faculty, staff and students and providing quality library services and resources for the diverse community of TRCC.

### **Counseling Services / Student Support Services**

Please refer to the following link:

[www.threerivers.edu/student-life/support-services/disability-servicesaccommodations/](http://www.threerivers.edu/student-life/support-services/disability-servicesaccommodations/)

### **Academic Integrity**

The effective operation of any organization is dependent on the honesty and goodwill of its members. In an organization devoted to the pursuit of knowledge, acting with integrity is essential to effective teaching and learning. Furthermore, academic dishonesty erodes the legitimacy of every degree awarded by the College. To emphasize the importance of academic integrity, Three Rivers Community College adheres to the Student Code of Conduct and Discipline Policy, as provided by the Connecticut State Colleges and Universities (CSCU) - Board of Regents for Higher Education. Since collaboration is central to the 54 learning community, Three Rivers wishes to emphasize that this policy is not intended to discourage collaboration when appropriate, approved, and disclosed. [www.trcc.commnet.edu/wp-content/uploads/2017/06/trccstudenthandbook.pdf](http://www.trcc.commnet.edu/wp-content/uploads/2017/06/trccstudenthandbook.pdf)

**Important Dates** [www.threerivers.edu/admissions/important-dates-contacts/](http://www.threerivers.edu/admissions/important-dates-contacts/)

**Book Store** [www.trcc.commnet.edu/learning-resources/bookstore/](http://www.trcc.commnet.edu/learning-resources/bookstore/)