

**PROGRAM:** Medical Assisting Services

**PROGRAM  
CIP CODE:** 51.0800.60

**DESCRIPTION:** The **Medical Assisting Services** program prepares students to participate in teams, solve problems, think critically and implement effective solutions. The program is designed and delivered as a coherent sequence of experiences using technical instruction, academic foundations, experiential learning, supervised occupational experience, leadership and personal development through the Career and Technical Student Organization known as HOSA (Health Occupations Students of America).

This program is designed to prepare high school students with foundations in knowledge and the technical skills needed to help them continue their education in the field of Medical Assisting Services by successfully completing an appropriate postsecondary program. Affiliations with local community college programs can provide high school students with dual or concurrent credit that can be applied toward their postsecondary certificate or degree.

**RECOMMENDED PROGRAM SEQUENCE OF COURSES:**

**Career  
Preparation**

The following describes the recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education.

51.0800.10 **Fundamentals of Allied Health:** This course will teach students' the basic knowledge and skills needed for Medical Assisting Services in a clinical, medical, or retail setting or to continue to postsecondary education.

**-and-**

51.0800.60 **Medical Assisting Services - Advanced Applications:** This course will enhance the students' knowledge and skills to continue their education in Medical Assisting Services in a clinical, medical, or retail setting or to continue to postsecondary education.

**And program may elect to add:**

51.0800.75 **Allied Health - Internship:** This course provides students an opportunity to apply previously developed knowledge and skill into a structured work experience within the specific program they have studied. This work experience does not necessarily require classroom instruction, may be paid or unpaid, and is available for 12th graders.

**-or-**

51.0800.80 **Allied Health - Cooperative Education:** This course utilizes cooperative education methodology to combine school-based and supervised work-based learning identified for students within the specific program of studies.

<b>TEACHER CERTIFICATION REQUIREMENTS FOR THE MEDICAL ASSISTING SERVICES PROGRAM</b>
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CAREER PREPARATION: The instructor must be ADE/CTE certified according to the following table:
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<b>Medical Assisting Services</b>	<b>CERTIFICATES</b>
	Types: PCTHC, SCTHC

**Note:**

- **Medical Assisting Services, 51.0800.70** may be a part of the sequence and the teacher must hold a Cooperative Education Endorsement (CEN).
- Teacher/Coordinator **51.0800.75** is not required to have a Cooperative Education Endorsement (CEN).
- Teacher/Coordinator **51.0800.80** is required to have a Cooperative Education Endorsement (CEN).

<b>CERTIFICATE ABBREVIATIONS FOR THE MEDICAL ASSISTING SERVICES PROGRAM</b>
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Certificate Types
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<b>PCTHC</b>	Provisional Career and Technical Education Health Careers
<b>SCTHC</b>	Standard Career and Technical Education Health Careers