Associate of Applied Science

Medical assistants are instrumental in helping patients feel at ease in the physician’s office and play a proactive role in presenting patients’ concerns and questions to physicians. The Medical Assisting Technology (MAT) Program at Ohio University Lancaster prepares competent entry-level medical assistants to perform those administrative and clinical tasks found in ambulatory health care. Graduates of the program are equipped with the knowledge and skills necessary in both the scientific/clinical areas and the business/administrative areas of the medical assisting field. Medical assistants are allied health professionals who work in a variety of health care settings. Employment opportunities are best for medical assistants with recognized training and professional certification in this rapidly growing field. Ohio University Lancaster’s MAT students are well-prepared to seek those job opportunities upon graduation.

Program Description

The Medical Assisting Technology Program offers courses that will provide instruction in the front and back office procedures that health care professionals require of medical assistants. Upon graduation, graduates may sit for the CMA (AAMA) exam.

MAT students will become competent in cognitive (knowledge), psychomotor (skills), and affective (behavior) domains that will make them a valued part of a health care team. Job shadowing experiences and a 210 hour supervised practicum are included in the program.

Some of these duties include:
• Using computer applications
• Coding and insurance claims submission
• Electronic health records management
• Following HIPAA standards
• Medication administration
• Drawing blood
• Performing Clinical Laboratory Improvement Amendments (CLIA) waived tests
• Height/Weight/BMI
• Pediatric length and head circumference
• Assisting with minor office surgery
• Removal of sutures
• Electrocardiograms
• Prepare patients for X-rays and imaging
Degree Requirements

Major Requirements
MAT 1010  Introduction to Medical Assisting
MAT 1400  Medical Terminology
MAT 1700  Administrative Techniques I
MAT 2000  Pharmacology and Disease Processes
MAT 2010  Clinical Techniques I
MAT 2020  Clinical Techniques II
MAT 2100  Law and Ethics
MAT 2300  Administrative Techniques II
MAT 2920  Practicum

Core Requirements
Tier I Quantitative Skills Course
ENG 1510  Writing and Rhetoric I
COMS 1030  Public Speaking
CTCH 1250  Introduction to Computers
HLTH 2170  Health System Organization
OAT 1210  Keyboarding I
PSY 1010  General Psychology

(Choose 1 Path)
PATH 1 BIOS REQUIREMENTS
BIOS 1200  Human Structure and Function for
Allied Health
NUTR 1000  Intro to Nutrition
or
PATH 2 BIOS REQUIREMENTS
BIOS 1030  Human Biology I
BIOS 1300  Human Anatomy and Physiology I
BIOS 1310  Human Anatomy and Physiology II

Associate’s to Bachelor’s Degree Options
Graduates may choose to continue their education
by pursuing a bachelor’s degree in Healthcare
Administration, Technical and Applied Studies,
Communication Studies, or Specialized Studies. All
of these degrees may be completed at the Ohio
University Lancaster Campus.

Admission Requirements
To qualify for admission, a student must be a high
school graduate or have completed the requirements
for a GED. Visit ohio.edu/lancaster for more
information.

Student Services
Ohio University Lancaster Campus
740.681.3311
www.ohio.edu/lancaster

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The information in this guide is subject to change without notice. Please consult the university catalog for the latest information at http://www.catalogs.ohio.edu.