

MEDICAL ASSISTANT

MA 70 Medical Terminology 

Teaches fundamentals of medical word building with emphasis on prefixes, word roots, suffixes, combining forms, abbreviations, and lay terms.

Transfer Credit: CSU.

Section	Days	Times	Units	Instructor	Room
65934	W	09:00AM-12:05PM	3.00	C.Jensen	514
65938	T	12:10PM-03:15PM	3.00	C.Jensen	514
65937	T	05:40PM-08:45PM	3.00	S.Carlson	514
65936	T	06:00PM-09:05PM	3.00	L.Schneider	SV04
65935	W	06:30PM-09:35PM	3.00	L.Schneider	514

MA 130A Phlebotomy 

California Certified basic phlebotomy course teaching proper collection of blood specimens, choice of proper equipment, venipuncture techniques, patient care, safety, tests, and quality assurance. Prerequisites: MA 70. Corequisites: MA 130AL or concurrent California phlebotomy certification.

Section	Days	Times	Units	Instructor	Room
66769	S	08:30AM-12:30PM	1.50	K.Strickling	514

Meets 8 weeks 2/13-4/10. Holiday 4/3. Students MUST bring a copy of verification of Hepatitis B vaccinations 1 and 2, to the first class.

MA 130AL Phlebotomy Lab 

Teaches California certified course in phlebotomy. Students MUST bring verification of Hepatitis B vaccinations 1 and 2 to the first class. Corequisites: MA 130A or current California phlebotomy certification.

Section	Days	Times	Units	Instructor	Room
66770	S	01:00PM-05:05PM	1.00	K.Strickling	514

MA 130B Phlebotomy-Advanced 

Covers phlebotomy equipment, techniques, patient care, safety, tests, advanced infection control and bio-hazards, quality assurance and communications. Prerequisite: MA 130A or current California phlebotomy certification; MA 130AL.

Section	Days	Times	Units	Instructor	Room
66771	S	08:30AM-12:30PM	1.50	K.Strickling	514

Meets 7 weeks 4/17-5/29.

MA 150 Pharmacology for Medical Assistants 

Teaches Medical Assistant and allied health students drug therapy including the mechanisms of action, therapeutic effects, clinical indications, reactions, and interventions. Prerequisite: MA 70. Recommended Preparation: Eligibility for Math 154. Repeatability: May be taken 2 times.

Section	Days	Times	Units	Instructor	Room
66772	TH	03:10PM-05:15PM	2.00	S.Carlson	514

MA 160 Basic ICD-9-CM and CPT Coding 

Teaches basic principles and conventions of the ICD-9-CM and CPT coding classification systems to students not majoring in billing or coding. Prerequisite: MA 70 or MA 170B.

Section	Days	Times	Units	Instructor	Room
66809	TTH	09:00AM-11:05AM	1.00	A.Dover	514

Meets 4 weeks 2/9-3/4.

MA 165 Injection Short Course 

Teaches allied health students and current healthcare employees the correct procedures for administering intramuscular, intradermal and subcutaneous

injections. Pass/No Pass grading only. Prerequisites: MA 70 and MA 176 . Repeatability: May be taken 2 times.

Section	Days	Times	Units	Instructor	Room
66857	F	09:00AM-10:25AM	1.00	J.Sprenkel	514
&	F	10:35AM-01:45PM		J.Sprenkel	514

Meets 2/19-3/19. Students MUST bring a copy of verification of Hepatitis B vaccinations 1 and 2, to first class. For more information please call (831) 479-6248.

MA 170B Medical Terminology-Structure and Function of the Body 

Terms of anatomy, physiology, diagnostic, operative, and x-ray procedures.

Section	Days	Times	Units	Instructor	Room
65921	M	01:15PM-04:20PM	3.00	E.Olsen	514
65920	TH	05:30PM-08:35PM	3.00	S.Carlson	514

MA 172 Medical Office Procedures 

Covers medical office reception, scheduling, written and oral communications, medical forms, filing, medical office management, and medical office bookkeeping.

Section	Days	Times	Units	Instructor	Room
66810	M	09:00AM-01:05PM	4.00	A.Dover	514

MA 173A Medical Law and Ethics 


Teaches medical ethical and medical legal problems including discussion of real court cases, medical assistant state regulations and legal standards of practice for health care workers. Corequisite: MA 182. Repeatability: May be taken 2 times.

Section	Days	Times	Units	Instructor	Room
65922	TH	09:00AM-12:05PM	1.50	K.Welch	Wat4350

Meets 8 weeks 2/11-4/8. Holiday 4/1.

Section	Days	Times	Units	Instructor	Room
65923	M	04:30PM-07:35PM	1.50	E.Olsen	514

Meets 8 weeks 2/8-4/12. Holiday 2/15 and 3/29.

MA 176 Introduction to Medical Assisting Procedures 

Teaches basic clinical skills utilized in outpatient medical settings. Included are vital signs, administration of medications (oral an injectable), and infection control. Prerequisite: MA 70.

Section	Days	Times	Units	Instructor	Room
65925	F	08:00AM-11:10AM	3.00	L.Colombani	825

Meets 15 weeks 2/19-6/4. Holiday 4/2.

Section	Days	Times	Units	Instructor	Room
66815	TH	09:30AM-12:35PM	3.00	L.Colombani	Wat4520

MA 176L Medical Assisting Lab 

Practice in clinical procedures including vital signs, handwashing techniques, injections, aseptic procedures, and sterilization procedures. May be taken 2 times. Corequisite: Concurrent enrollment in MA 176.

Section	Days	Times	Units	Instructor	Room
65927	F	11:30AM-02:40PM	1.00	L.Colombani	825

Meets 15 weeks 2/19-6/4. Holiday 4/2. Students MUST bring a copy of verification of Hepatitis B vaccinations 1 and 2, to the first class.

Section	Days	Times	Units	Instructor	Room
65926	TH	01:00PM-04:05PM	1.00	L.Colombani	Wat4520

Students MUST bring a copy of verification of Hepatitis B vaccinations 1 and 2, to the first class.

 indicate open entry classes—open through the 12th week of instruction  indicate writing factor classes;  Honors classes;
 indicate multicultural classes;  indicate health and wellness classes  some sections of this course are taught in a distance education format.

Cabrillo College *Schedule of Classes* – Spring, 2009

MA 178 **Beginning Medical Spanish** ⚙

Course in conversational Spanish with emphasis on Medical Terminology.

Section	Days	Times	Units	Instructor	Room
65928	TH	05:30PM-08:35PM	3.00	C.Sendell	610

MA 179A **Diagnostic & Procedural Coding for Medical Facilities** ⚙

Teaches working knowledge of the principles, terms, and conventions of ICD-9-CM coding assignments as applicable to medical facilities.

Section	Days	Times	Units	Instructor	Room
66816	Arr.	Arr.	3.00	S.Carlson	OL
&	Arr.	Arr.		S.Carlson	1400

Section 66816 is an ONLINE course. Orientation Saturday, February 6 (before start of the semester), from 9:00AM-12:00PM in Room 514. + 3 hr 5 min arranged per week. For details, see instructor's web page at www.cabrillo.edu/services/disted/ "Distance Courses."

MA 179B **Intermediate ICD-9-CM/CPT Coding** ⚙

Teaches principles, terms, and conventions of ICD-9-CM & CPT coding assignments as applicable to medical facilities using computer software. Prerequisite: MA 179A or equivalent skills.

Section	Days	Times	Units	Instructor	Room
66817	W	05:10PM-06:00PM	3.00	S.Carlson	514
&	Arr.	Arr.		S.Carlson	1400

+ 6 hr 10 min arranged per week.

MA 181 **Medical Insurance** ⚙

Teaches theory and application of medical insurance billing and procedures as used in medical facilities. Prerequisites: MA 160; or MA 179A and MA 186.

Section	Days	Times	Units	Instructor	Room
65929	TTH	09:00AM-11:05AM	3.00	A.Dover	514

Meets 12 weeks 3/9-6/3. Holiday 3/30 and 4/1.

MA 182 **Introduction to Health Careers** ⚙

Introduces students to health care careers and requirements for health care professionals. Repeatability: May be taken 2 times.

Section	Days	Times	Units	Instructor	Room
66829	F	09:00AM-11:05AM	0.50	L.Schneider	514

Meets 4 Fridays 4/9, 4/16, 4/23, and 4/30.

65931	W	03:00PM-05:05PM	0.50	A.Dover	Wat4350
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Meets 4 Wednesdays 2/10, 2/17, 2/24, and 3/3.

65930	T	03:25PM-05:30PM	0.50	L.Schneider	514
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Meets 4 Tuesdays 2/9, 2/16, 2/23, and 3/2.

MA 183C **EKG Complete Skills** ⚙

Teaches electrocardiography skills, holter and stress monitoring, and recognition of cardiac irregularities Prerequisite: MA 70, MA 176.

Section	Days	Times	Units	Instructor	Room
66855	W	12:15PM-01:05PM	2.00	E.Olsen	514
&	W	01:30PM-04:35PM		E.Olsen	514

MA 184 **Health Care Communication & Etiquette** ⚙

Skills of professional conduct and interaction for healthcare settings and for job-related social settings designed for students in the Medical Assistant and other health-care programs. Repeatability: May be taken 2 times.

Section	Days	Times	Units	Instructor	Room
65933	TH	12:20PM-02:25PM	2.00	C.Jensen	514