GAVILAN COLLEGE
5055 Santa Teresa Blvd
Gilroy, CA 95023

Course Outline

COURSE: AH 271 DIVISION: 40 ALSO LISTED AS: AH 171

TERM EFFECTIVE: Fall 2018 CURRICULUM APPROVAL DATE: 10/23/2017

SHORT TITLE: ADV CLINI MED ASSIS

LONG TITLE: Advanced Clinical Medical Assisting

Units	Number of Weeks	Type	Contact Hours/Week	Total Contact Hours/Units
6	18	Lecture:	4	72 / 4 Units of Lecture
		Lab:	6	108 / 2 Units of Lab
		Other:	0	0
		Total:	10	180

Out of Class Hrs:	144.00
Total Learning Hrs:	324.00

COURSE DESCRIPTION:

Course provides instruction and clinical experience in advanced concepts of clinical medical assisting including specialty procedures and treatments. PREREQUISITE: AH 270 with a grade of C or better or equivalent. Equivalency determined by written and performance exams. This course was previously listed as AH 171.

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CREDIT STATUS: D - Credit - Degree Applicable

GRADING MODES

L - Standard Letter Grade

REPEATABILITY: N - Course may not be repeated

SCHEDULE TYPES:

02 - Lecture and/or discussion

03 - Lecture/Laboratory

04 - Laboratory/Studio/Activity

047 - Laboratory - LEH 0.7

STUDENT LEARNING OUTCOMES:

1. Student will communicate clearly, verbally and in writing, using appropriate grammar, vocabulary and word usage with patients, peers, facility staff and instructors representing diverse people and viewpoints.

Measure of assessment: Written coursework, Clinical evaluations, Essay questions on quizzes, exams, Interactive classroom assignments using computer software.

Year assessed, or planned year of assessment: 2016

2. Student will demonstrate appropriate active listening skills using techniques of therapeutic communication to verify that communication has been accurately interpreted. Students will use language interpreters at appropriate times in the clinical settings.

Measure of assessment: Classroom presentations, Role play with instructor evaluation, Clinical evaluation.

Year assessed, or planned year of assessment: 2016

3. Student will critically analyze data from textbooks, patient charts including electronic charts, dictionaries, reference books, and the internet. Apply theoretical concepts and facts to real life situations, computer simulated patient situations, and exams.

Measure of assessment: Written coursework, Clinical evaluations, Exams

Year assessed, or planned year of assessment: 2016

4. Student will prioritize and organize Medical Assistant duties to assist the Health Care Provider, Physician’s Assistant, and Nurse Practitioner with patient treatments and administrative duties.

Measure of assessment: Clinical evaluations, Case studies using actual patients

Year assessed, or planned year of assessment: 2016

5. Student will use safe, effective interventions which reflect the standard of Medical Assisting. This will be exhibited by the student's ability to use psychomotor and psychosocial interventions and prevent, minimize, or resolve problems while assisting the Health Care Provider, Nurse Practitioner, or Physician's Assistant with examinations and treatments.

Measure of assessment: Clinical evaluations mid and end of semester, Written and/or active care plans each week

Year assessed, or planned year of assessment: 2016

6. Student will use principles of college-level mathematical concepts to correctly convert a height, weight, volume, and length theory from English to metric.

Measure of assessment: Clinical evaluations, Clinical exams (required to pass the course)

Year assessed, or planned year of assessment: 2016

7. Student will reflect creative and critical thinking skills. Creative and critical thinking is characterized by openness of inquiry, ability to ask pertinent questions, production of new ideas, flexible problem solving, examination of underlying assumptions, and an ability to present diverse perspectives.

Measure of assessment: Written coursework, Classroom presentations, Exams

Year assessed, or planned year of assessment: 2016

8. Student will interact effectively with people of all ages, many cultures and ethnicities demonstrating awareness of the students' own values and opinions, as well as awareness and respect to the opinions and values of others.

Measure of assessment: Clinical evaluations, Classroom participation in discussions regarding ethical dilemmas of patient care issues, Classroom participation in discussions with peers and instructor.

COURSE CONTENT:

Curriculum Approval Date: 10/23/2017

Please see course content in the Master Course Outline located

in the Curriculum Specialist's office.

ASSIGNMENTS:

Each week the student will read the appropriate chapters

of the text and complete assigned

METHODS OF INSTRUCTION:

Lecture, discussion, demonstration/return demonstration, supervised clinical practice, quizzes, exams, clinical performance exam.

OUT OF CLASS ASSIGNMENTS:

Required Outside Hours: 152

Assignment Description: Students will be required to complete homework assigned by the instructor. Additionally, these students will be completing internships in clinics and medical offices.

METHODS OF EVALUATION:

Writing assignments

Percent of total grade: 15.00 %

Writing assignments: 15% - 85% Written homework Reading reports Lab reports Essay exams Term papers Other: Classroom presentations, internet assignments

Problem-solving assignments

Percent of total grade: 5.00 %

Problem-solving demonstrations: 5% - 10% Homework problems Quizzes Exams Other: Minimum 85% competency level pass/fail only

Skill demonstrations

Percent of total grade: 20.00 %

Skill demonstrations: 20% - 80% Class performance exams Other: Case studies, computer programs

Objective examinations

Percent of total grade: 30.00 %

Objective examinations: 30% - 90% Multiple choice True/false Matching items Completion Other: Calculations. Clinical evaluation is pass/fail.

REPRESENTATIVE TEXTBOOKS:

Required Representative Textbooks

Sorrentino, Sheila A.& Remmert, Leighann N.. Kathy Bonewit-West. Clinical Procedures for Medical Assistants C22. St. Louis, Missouri: Saunders,

ISBN: ISBN: 978-1-4557-4834-1

Reading Level of Text, Grade: Reading level of text, Grade: 13 Verified by: Verified by: D. Amaro

ARTICULATION and CERTIFICATE INFORMATION

CSU TRANSFER:

Not Transferable

UC TRANSFER:

Not Transferable

SUPPLEMENTAL DATA:

Basic Skills: N
Classification: Y
Noncredit Category: Y
Cooperative Education:
Program Status: 1 Program Applicable
Special Class Status: N
Prior to College Level: Y
Non Credit Enhanced Funding: N
Funding Agency Code: Y
In-Service: N
Occupational Course: B
Course Control Number: CCC000587518
Sports/Physical Education Course: N
Taxonomy of Program: 123030
CIP: 513902