

Common Course Outline
OFAD 253
Clinical Medical Assisting I
4 Credits

The Community College of Baltimore County

Description

This course develops clinical competence by introducing the basic guidelines for protecting both patient and caregiver from infection. Students learn how to assist with routine office examinations, administer medications, check and record vital signs, and follow emergency procedures. *Prerequisites: OFAD 141, OFAD 146, and BIOL 107*

Overall Course Objectives

Upon successful completion of this course, students will be able to:

1. Obtain vital signs and document properly.
2. Prepare and maintain examination and treatment areas.
3. Prepare a patient for a physical exam.
4. Assist physician with routine and specialty examinations.
5. Demonstrate ability to respond to an emergency.
6. Utilize standard precautions.
7. Provide effective basic wound care.
8. Identify common drug names and dosages from a written prescription.
9. Obtain and record patient history.
10. Organize a patient's medical record.
11. Collect routine specimens.
12. Perform EKG.
13. Identify community resources to meet patient needs.
14. Obtain CPR and first aid certification.

Major Topics

1. Disease and Infection Control
2. Taking a Medical History
3. Medical Records and Documentation
4. Vital Signs and Measurements
5. Physical Examination
6. Basic Emergency Procedures
7. Assisting with Minor Surgery and Wound Care
8. Basic Pharmacology
9. Specialty Examinations and Medical Procedures

10. Urinalysis
11. Specimen Collection
12. Electrocardiography
13. Basic Microbiology

Course Requirements

Grading: Grading procedures will be determined by the individual faculty member but will include the following:

1. Clinical skills demonstration and charting with 100% accuracy
2. Community resource project with written paper, minimum 500 words
3. Midterm
4. Final Exam

Individual faculty members may include in their syllabus additional course objectives, major topics, or other course requirements in addition to the minimum expectations stated in this Common Course Outline.

The Community College of Baltimore County is committed to providing a high-quality learning experience that results in growth in knowledge, attitudes, and skills necessary to function successfully as a transfer student, in a career, and as a citizen. To accomplish this goal, we maintain high academic standards and expect students to accept responsibility for their individual growth by attending classes, completing all homework and other assignments, participating in class activities, and preparing for tests.