

## 2+2 Articulation Agreement for Community College of Baltimore County (CCBC) & Towson University

**Associate's Degree:** A.A.S. in Medical Assisting

**Bachelor's Degree:** B.T.P.S. in Allied Health

**Effective Term:** Fall 2016

### Section 1: Course Completion Plan for CCBC

This section outlines the courses to take for the CCBC general education and program requirements in order to complete both CCBC and TU degrees within a total of 4 years and 120 credits. These tables do not include any prerequisites outside of the program or nontransferable coursework.

**Table 1: General Education Courses Applied to TU Core Curriculum**

CCBC Requirement	CCBC Course to Take	Credits	Towson University Equivalent Course
English Composition	ENGL 101 College Composition I	3	ENGL 102 Writing for a Liberal Education
Mathematics	Any Mathematics Gen Ed	3-4	Equivalency will vary by course.
Arts & Humanities	CMNS 101 Fundamentals of Communication	3	COMM 131 Public Speaking
Social & Behavioral Sciences	PSYC 105 Multicultural Psychology	3	SOSC 20T Social Science Core Elective
Biological & Physical Sciences	BIOL 109 Human Anatomy & Physiology	4	BIOL 10L Biology Lab Core Elective
Information Technology	OFAD 114 IT Essentials	3	COSC 111 Technology & Information for Business
Program Requirement	HIIT 102 Healthcare Delivery Systems	3	HLTH 207 Health Care in the U.S.

**Total general education applied to the TU Core Curriculum: 22-23 credits**

**Table 2: Program Requirements Applied to TU Degree**

CCBC Requirement	CCBC Course to Take	Credits	Towson University Equivalent Course
Program Requirement	HIIT 110 Basic Medical Coding	3	USEL TLL Lower Level Elective
Program Requirement	OFAD 141 Medical Terminology	3	FMST 140 Medical Terminology for Human Service Workers

CCBC Requirement	CCBC Course to Take	Credits	Towson University Equivalent Course
Program Requirement	OFAD 145 Health Law, Ethics, and Documentation	3	USEL TLL Lower Level Elective
Program Requirement	OFAD 146 Fundamentals for the Medical Office	3	USEL TLL Lower Level Elective
Program Requirement	OFAD 153 Pre-Clinical Concepts and Applications	3	USEL TLL Lower Level Elective
Program Requirement	OFAD 251 Medical Billing & Patient Accounting	3	USEL TLL Lower Level Elective
Program Requirement	OFAD 253 Clinical Medical Assisting I	4	USEL TLL Lower Level Elective
Program Requirement	OFAD 254 Medical Office Assistant Practicum	4	USEL TLL Lower Level Elective
Program Requirement	OFAD 257 Clinical Medical Assisting II	4	USEL TLL Lower Level Elective
Program Requirement	OFAD 261 Clinical Medical Assisting III	3	USEL TLL Lower Level Elective

**Total program requirements applied to the TU degree: 33 credits**

**Total transferred to TU: 55 credits**

The total of 55 transfer credits is due to the inclusion of 5 credits of non-transferable coursework in the CCBC program. Students should refer to section 2 for further details.

## **Section 2: CCBC Course Selection & Transfer Details**

This section explains any specific course selections made in section 1 and provides transfer planning guidance specific to this degree plan. Students must follow the course selections outlined in this document. If students do not complete any or all of the courses outlined in this agreement, they will be required to complete outstanding requirements at TU.

### **GENERAL EDUCATION**

The following information explains the transfer of students' general education courses:

- The Towson Seminar (Core 1) requirement is waived for all incoming transfer students.
- For the Mathematics requirement, the CCBC catalog recommends MATH 125 Finite Math & Modeling. For the TU degree, students may choose to follow this recommendation or complete another course from the CCBC list of Mathematics Gen Ed electives.
- If students complete any additional general education courses at CCBC, they may transfer in place of some MASS credits to satisfy additional Core Curriculum requirements.

### **NONTRANSFERABLE CREDIT**

The following information explains the nontransferable status of certain coursework:

- Two courses required for the Medical Assisting A.A.S. are not transferable due to their course content: OFAD 102 Keyboarding I: Basic Keyboarding and OFAD 104 Keyboarding II: Document Processing. These courses will not be transferred to TU, resulting in only 55 transfer credits. Refer to "Recommendations for Transferable Credits" for suggestions on how to complete 60 transferable credits.
- CCBC requires any student who is new to college to take ACDV 101 Academic Development: Transitioning to College. Students must provide an official transcript(s) from an accredited institution to document successful completion of college coursework for the ACDV 101 requirement to be waived. This 1-credit course is designed to be taken in the first semester at CCBC. ACDV 101 will not transfer to TU; it should not be factored into the minimum 60 credits required for the A.A.S. degree.

### **RECOMMENDATIONS FOR TRANSFERABLE CREDITS**

The following recommendations are for students who wish to supplement the 5 nontransferable credits in the Medical Assisting program with transferable electives. This is not required for admission to the Allied Health program or for completion of the CCBC degree. Students can consider either of the following recommendations:

- Take General Education electives to satisfy outstanding TU Core Curriculum requirements (refer to section 3)
- Take 5 credits of transferable elective coursework for personal interests

### **Section 3: Degree Requirements to Be Completed at TU**

This section outlines the degree requirements for students transferring into the Allied Health program. Students will choose one of six tracks based on their career goals. Each student's program of study and the courses they choose must be approved by an Allied Health advisor. Refer to section 3 for additional program details and university-wide degree requirements.

#### **CORE CURRICULUM REQUIREMENTS: 18-19 UNITS**

Core 8 Biological & Physical Sciences (Lab or Non-Lab)

Core 9 Advanced Writing Seminar – Satisfied by AHLT 440 in the major

Core 10 Metropolitan Perspectives

Core 12 Global Perspectives

Core 13 Diversity and Difference – Satisfied by NURS 416 in the major

Core 14 Ethical Perspectives – Satisfied by HCMN 441 or PHIL 361 in the major

#### **REQUIRED COURSES FOR ALL ALLIED HEALTH TRACKS: 9 UNITS**

Select one of the following for 3 units:

- AHLT 310 Management for the Allied Health Professional
- AHLT 311 Human Resource Management for Allied Health Professionals

AHLT 320 Understanding Evidence-Based Practice (3 units)

AHLT 440 Professional Issues in Allied Health (3 units – counted in Core Curriculum requirements)

AHLT 445 Research Methods in Interprofessional Health Studies (3 units)

NURS 416 Cultural Diversity in Health Care (3 units – counted in Core Curriculum requirements)

#### **ALLIED HEALTH TRACK REQUIREMENTS: 15 UNITS**

Ethics Requirement (3 units counted in Core Curriculum requirements); Required course varies by track:

- HCMN 441 Legal and Ethical Issues in Health Administration
- PHIL 361 Biomedical Ethics

AHLT 450 Capstone in Allied Health (3 units)

Track Electives (12 units)

#### **GENERAL ELECTIVES: 22-23 UNITS**

Elective units can be satisfied by additional major electives or courses for personal interests. General elective units may also be satisfied by completion of prerequisite courses for track electives if they are required. Students may also consider pursuing a minor, which may require between 18-30 units.

### Section 3: Additional Program Information & TU Degree Requirements

#### ABOUT THE ALLIED HEALTH MAJOR:

- Students entering the Allied Health major must have their A.A.S. degree conferred to be eligible for the TU degree.
- Students will select one of the following tracks in the Allied Health program:
  - ♦ Administration and Management
  - ♦ Advanced Respiratory Therapy
  - ♦ Education
  - ♦ Family Studies
  - ♦ Health Promotion, Wellness, Prevention & Community Health Education
  - ♦ Science and Professional Preparation
- All tracks require an ethics course and a capstone course; the required ethics course varies by track.
- A list of possible course electives for each track is available in the TU catalog. Other course selections are possible, subject to the approval of the program director.

#### BACHELOR'S DEGREE REQUIREMENTS FOR ALL STUDENTS:

- A C (2.0) or higher is required in all major courses and prerequisites.
- A cumulative grade point average (GPA) of 2.0 is required.
- 32 units of the bachelor's degree must be completed at the upper level (courses numbered 300 or above).

#### Degree Completion Summary

<b>Total Units Required for B.T.P.S. Degree</b>	<b>120 UNITS</b>
<b>CCBC A.A.S. Degree in Medical Assisting</b>	<b>55</b>
<b>Completion of Core Curriculum at TU</b>	<b>18-19</b>
<b>Allied Health Major Coursework at TU</b>	<b>24</b>
<b>General Electives Taken at TU</b>	<b>22-23</b>