

# ALH 0009 - MEDICAL ASSISTING CLINICAL PRACTICUM EXPERIENCE

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## Catalog Description

Prerequisite: Completion of ALH 5, 6, 7, and 8 with grades of "C" or better  
Hours: 162 laboratory

Description: Students will acquire clinical Medical Assisting experience in the work setting under the supervision of a licensed physician in a Board-Certified medical office setting or outpatient facility. (letter grade only) (not transferable)

## Course Student Learning Outcomes

- CSLO #1: Demonstrate competencies of learned clinical skills under the supervision of a licensed physician.
- CSLO #2: Apply all Law/Ethics and HIPAA standards while performing 162 hours at assigned practicum site.

## Effective Term

Fall 2018

## Course Type

Credit - Degree-applicable

## Contact Hours

162

## Outside of Class Hours

0

## Total Student Learning Hours

162

## Course Objectives

Lab Objectives:

1. Apply all Law/Ethics and HIPAA standards while performing 162 hours at assigned practicum site.
2. Demonstrate competencies of learned clinical skills under the supervision of a board-certified physician while performing 162 hours at assigned practicum site.

## General Education Information

- Approved College Associate Degree GE Applicability
- CSU GE Applicability (Recommended-requires CSU approval)
- Cal-GETC Applicability (Recommended - Requires External Approval)
- IGETC Applicability (Recommended-requires CSU/UC approval)

## Articulation Information

- Not Transferable

## Methods of Evaluation

- Projects
  - Example: Instructor will provide students with 10 questions to be addressed in their presentations for last class. Students will do oral and written presentation on their practicum site.
- Skill Demonstrations
  - Example: Students will be required to have their site practicum supervisor fill out a clinical evaluation of skills covered while performing their 162 hours in an ambulatory setting.
- Other
  - Example: 1. Attendance at both mandatory meetings. 2. Completion of weekly journal entries for Instructor. 3. Instructor site evaluation. 4. Timesheet signed off by supervisor showing successful completion of 162 hours.

## Repeatable

No

## Methods of Instruction

- Laboratory

Lab:

1. Following the first mandatory meeting/lecture, the students will perform 162 lab hours in a board-certified physician's office, medical clinic or allied health facility with daily timesheet and supervisor evaluation filled out correctly.
2. Following the second mandatory meeting/lecture, the students will turn in required forms and documents to instructor and do oral presentation on their externship.

## Typical Out of Class Assignments Reading Assignments

1. Read orientation packet prior to clinical placement and be prepared to discuss.
2. Read and review examples of Medical Assisting resumes to create and submit personal resume to instructor prior to placement.

## Writing, Problem Solving or Performance

1. Write weekly journal entries and submit through LMS.
2. Write and present final presentation on practicum and submit through LMS.

## Other (Term projects, research papers, portfolios, etc.)

1. Keep continual notes throughout 162 hours to assist in journal entries and final project.
2. At completion of practicum, submit signed time sheet, site supervisor evaluation form, and presentation.

## Required Materials

## Other materials and-or supplies required of students that contribute to the cost of the course.

Instructor to provide packet containing all requirements and forms necessary for practicum completion. Students will provide notebook for practicum.