# Course SLOs aligned with Program SLOs

## San Mateo CCCD

## CAN Program - Medical Assisting

**Students completing this program will be able to apply their education and training to begin employment in health care.**

### CAN Dept - Medical Assisting

CAN MEDA 100    - Introduction to Medical Assisting

*Course Outcomes:*

* SLO1 - Organize, analyze, and critique information about Allied Health careers (Created By CAN Dept - Medical Assisting)

* SLO2 - Identify the principles of medical ethics and the law to the medical field (Created By CAN Dept - Medical Assisting)

* SLO3 - Compare and contrast human relations skills used in the medical profession (Created By CAN Dept - Medical Assisting)

* SLO4 - Demonstrate skills in telephone techniques and duties (Created By CAN Dept - Medical Assisting)

CAN MEDA 110    - Basic Medical Terminology I

*Course Outcomes:*

* SLO1 - Demonstrate a recognition of the principles of word construction and word analysis as they relate to body systems  (Created By CAN Dept - Medical Assisting)

* SLO2 - Identify standard medical abbreviations and symbols (Created By CAN Dept - Medical Assisting)

* SLO3 - Compare and contrast medical terminology as it relates to diagnosis,  pathophysiology, and their interrelationship with body systems  (Created By CAN Dept - Medical Assisting)

* SLO4 - Identify medical terminology related to laboratory, pathology, and clinical procedures (Created By CAN Dept - Medical Assisting)

CAN MEDA 111    - Basic Medical Terminology II

*Course Outcomes:*

* SLO1 - Demonstrate a recognition of the principles of word construction  and word analysis as they relate to body systems (Created By CAN Dept - Medical Assisting)

* SLO2 - Identify medical terminology relating to the specialty medical fields (Created By CAN Dept - Medical Assisting)

* SLO3 - Compare and contrast medical terminology as it relates to diagnosis, pathophysiology, and their interrelationship with body systems (Created By CAN Dept - Medical Assisting)

* SLO4 - Identify medical terminology related to laboratory, pathology, and clinical procedures (Created By CAN Dept - Medical Assisting)

CAN MEDA 115    - Introduction Electronic Health Record

*Course Outcomes:*

* SLO1 - Demonstrate the medical typing skills necessary for medical facililties (Created By CAN Dept - Medical Assisting)

* SLO2 - Accurately complete basic medical reports (Created By CAN Dept - Medical Assisting)

* SLO3 - Demonstrate skills and techniques required for electronic medical records (Created By CAN Dept - Medical Assisting)

* SLO4 - Analyze and compare medical terminology, spelling, and medical nomenclature in a medical setting (Created By CAN Dept - Medical Assisting)

CAN MEDA 120    - Clinical Procedures I

*Course Outcomes:*

* SLO1 - Demonstrate proper care of medical supplies and equipment (Created By CAN Dept - Medical Assisting)

* SLO2 - Perform clinical procedures and techniques required in a health care outpatient setting (Created By CAN Dept - Medical Assisting)

* SLO3 - Identify steps involved in diagnostic measurements (Created By CAN Dept - Medical Assisting)

* SLO4 - Demonstrate Standard Precautions and utilization of PPE in every clinical situation (Created By CAN Dept - Medical Assisting)

CAN MEDA 121    - Clinical Procedures II

*Course Outcomes:*

* SLO1 - Perform clinical procedures and techniques required in a health care outpatient setting (Created By CAN Dept - Medical Assisting)

* SLO2 - Identify steps involved in diagnostic measurements  (Created By CAN Dept - Medical Assisting)

* SLO3 - Identify the scope of practice as required by State law (Created By CAN Dept - Medical Assisting)

* SLO4 - Demonstrate satisfactory achievement required for placement in medical outpatient setting (Created By CAN Dept - Medical Assisting)

CAN MEDA 140    - Implementing Electronic Health Record

*Course Outcomes:*

* * SLO1 - Successfully scribe patient history, medical reports, consultation reports, lab reports, discharge summaries, and letters  (Created By CAN Dept - Medical Assisting)

* * SLO2 - Enter patient medical chart progress notes properly (Created By CAN Dept - Medical Assisting)

* * SLO3 - Analyze, edit, and correct medical reports (Created By CAN Dept - Medical Assisting)

* * SLO4 - Demonstrate ability to spell, punctuate, and use standard medical nomenclature in medical scribing and medical editing (Created By CAN Dept - Medical Assisting)

CAN MEDA 141    - Medical Transcription: Adv.

*Course Outcomes:*

* * SLO1 - Utilize references available to the transcriptionist (Created By CAN Dept - Medical Assisting)

* * SLO2 - Further develop a transcriptionist's notebook for use in medical settings (Created By CAN Dept - Medical Assisting)

* * SLO3 - Demonstrate proofreading and correction skills while transcribing (Created By CAN Dept - Medical Assisting)

* * SLO4 - Transcribe a variety of hospital-type medical reports, including operative reports, discharge summaries, autopsies, radiologic and nuclear medicine reports, psychiatric consultations, and histories and physicals (Created By CAN Dept - Medical Assisting)

CAN MEDA 150    - Medical Office Procedures

*Course Outcomes:*

* * SLO1 - Identify and demonstrate the necessary techniques used in specific medical office procedures (Created By CAN Dept - Medical Assisting)

* * SLO2 - Demonstrate both oral and written telephone and administrative techniques used in a medical office (Created By CAN Dept - Medical Assisting)

* * SLO3 - Analyze and administer a plan of organization for a medical office (Created By CAN Dept - Medical Assisting)

* * SLO4 - Define medico-legal principles and medical ethics in the medical profession (Created By CAN Dept - Medical Assisting)

CAN MEDA 160    - Medical Insurance Procedures

*Course Outcomes:*

* * SLO1 - Demonstrate insurance billing procedures by abstracting information and completing claim forms to the specifications of the carriers involved for reimbursement (Created By CAN Dept - Medical Assisting)

* * SLO2 - Compare and contrast the skills and techniques used for computerized medical insurance claims and billing (Created By CAN Dept - Medical Assisting)

* * SLO3 - Identify the medical insurance procedures to follow in a medical office (Created By CAN Dept - Medical Assisting)

* * SLO4 - Analyze and summarize the laws and ethics pertaining to the medical profession (Created By CAN Dept - Medical Assisting)

CAN MEDA 161    - ICD-10-CM  Beginning Coding

*Course Outcomes:*

* * SLO1 - Analyze why coding is important in the medical industry (Created By CAN Dept - Medical Assisting)

* * SLO2 - Identify and explain the steps involved in coding (Created By CAN Dept - Medical Assisting)

* * SLO3 - Compare and contrast the meaning of medical terms (Created By CAN Dept - Medical Assisting)

* * SLO4 - Assign proper ICD-10-CM codes (Created By CAN Dept - Medical Assisting)

CAN MEDA 162    - ICD-10-CM Intermediate Coding

*Course Outcomes:*

* * SLO1 - Analyze and implement intermediate principles of coding logic (Created By CAN Dept - Medical Assisting)

* * SLO2 - Define and explain the meaning of coding logic according to ICD-10-CM (Created By CAN Dept - Medical Assisting)

* * SLO3 - Determine and assign proper ICD-10-CM codes (Created By CAN Dept - Medical Assisting)

* * SLO4 - Compare and contrast the use of source documents, multiple coding, sequencing, Z codes, and tables (Created By CAN Dept - Medical Assisting)

CAN MEDA 163    - ICD-10-CM Advanced Coding

*Course Outcomes:*

* * SLO1 - Identify advanced principles and philosophy of coding logic (Created By CAN Dept - Medical Assisting)

* * SLO2 - Define and explain the meaning of terms used in the classification of diseases (Created By CAN Dept - Medical Assisting)

* * SLO3 - Analyze and assign proper ICD-10-CM codes (Created By CAN Dept - Medical Assisting)

&ast;SLO4 - Compare and contrast the use of source documents, multiple coding, sequencing, V through Z codes, and tables (Created By CAN Dept - Medical Assisting)

CAN MEDA 164    - CPT Beginning Coding

*Course Outcomes:*

* SLO1 - Explain why coding is used in the medical profession (Created By CAN Dept - Medical Assisting)

* SLO2 - Analyze and compare the steps involved in coding (Created By CAN Dept - Medical Assisting)

* SLO3 - Define and explain the meaning of terms (Created By CAN Dept - Medical Assisting)

* SLO4 - Analyze and compare the conditional terms and assign proper CPT codes (Created By CAN Dept - Medical Assisting)

CAN MEDA 165    - CPT Intermediate Coding

*Course Outcomes:*

* SLO1 - Identify intermediate principles and philosophy of coding logic (Created By CAN Dept - Medical Assisting)

* SLO2 - Analyze and compare the steps involved in coding (Created By CAN Dept - Medical Assisting)

* SLO3 - Define and explain the meaning of terms (Created By CAN Dept - Medical Assisting)

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CAN MEDA 166    - CPT Advanced Coding

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* SLO1 - Identify advanced principles and philosophy of coding logic (Created By CAN Dept - Medical Assisting)

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* SLO3 - Define and explain the meaning of terms (Created By CAN Dept - Medical Assisting)

* SLO4 - Analyze and compare the conditional terms and assign proper CPT codes  (Created By CAN Dept - Medical Assisting)

CAN MEDA 190    - Introduction To Pharmacology

*Course Outcomes:*

* SLO1 - Define vocabulary terms specific to pharmacology (Created By CAN Dept - Medical Assisting)

* SLO2 - Explain the difference between administering, prescribing, and dispensing of medication (Created By CAN Dept - Medical Assisting)

* SLO3 - Classify drugs according to the action they have on the body (Created By CAN Dept - Medical Assisting)

&ast;SLO4 - Identify all parts of a medication order including drug classification and correctly calculate a patient's dosage  (Created By CAN Dept - Medical Assisting)

CAN MEDA 672    - Internship

*Course Outcomes:*

* SLO1 - Demonstrate knowledge and skill in medical administrative skills (Created By CAN Dept - Medical Assisting)

* SLO2 - Demonstrate knowledge and application of applicable law and ethics (Created By CAN Dept - Medical Assisting)

* SLO3 - Demonstrate knowlege and skill in performing appropriate clinical skills (Created By CAN Dept - Medical Assisting)

* SLO4 - Demonstrate knowledge and proper use of medical equipment and supplies (Created By CAN Dept - Medical Assisting)

CAN MEDA 801    - Computerized Medical Billing/Medical Assisting Exam Preparation

*Course Outcomes:*

* SLO1 - Define, explain, and analyze concepts and skills for appropriate computer program (Created By CAN Dept - Medical Assisting)

* SLO2 - Complete step-by-step training for the appropriate computer program  (Created By CAN Dept - Medical Assisting)

* SLO3 - Demonstrate skills and techniques required for the appropriate computer program  (Created By CAN Dept - Medical Assisting)

* SLO4 - Complete testing for the appropriate computer program  (Created By CAN Dept - Medical Assisting)

**Students completing this program will be able to use updated job skills to maintain or advance in current employment in health care.**

### CAN Dept - Medical Assisting

CAN MEDA 110    - Basic Medical Terminology I

*Course Outcomes:*

* SLO1 - Demonstrate a recognition of the principles of word construction and word analysis as they relate to body systems  (Created By CAN Dept - Medical

Assisting)

* SLO2 - Identify standard medical abbreviations and symbols (Created By CAN Dept - Medical Assisting)

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* SLO1 - Identify intermediate principles and philosophy of coding logic (Created By CAN Dept - Medical Assisting)

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* SLO4 - Analyze and compare the conditional terms and assign proper CPT codes (Created By CAN Dept - Medical Assisting)

## CAN MEDA 166 - CPT Advanced Coding

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* SLO1 - Identify advanced principles and philosophy of coding logic (Created By CAN Dept - Medical Assisting)

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