



TEXAS A&M
UNIVERSITY
KINGSVILLE

CENTER FOR CONTINUING EDUCATION

Clinical Medical Technician (CCMA, CET, CPT)

920 hours/12 months/Instructor-Facilitated/Certificate Program

Course Code: **AHP-CMT15**

TP#: CMT15 Course Cost: **\$ 3,995.00**



Texas A&M University-Kingsville
In partnership with 360training.com
700 University Blvd
Kingsville, TX 78363-8202
<http://www.tamuk.edu/continuinged/>
(866)-991-3921 or (361) 593-2861

OVERVIEW

This program prepares and provides our Clinical Medical Technician students the necessary training, and skills for three National Certification Exams - Certified Clinical Medical Assistant (CCMA), Certified EKG Technician (CET) and Certified Phlebotomy Technician (CPT) offered by the National Healthcareer Association (NHA).

The program covers core skills in Clinical Medical Assisting, EKG and Phlebotomy. The training will prepare students to perform patient clinical skills in various medical office settings such as administering medications, taking medical histories and recording vital signs, explaining treatment procedures to patients, preparing patients for exams, assisting physicians during examinations, assisting with minor surgeries, authorizing drug refills as directed, telephoning prescriptions to a pharmacy, changing dressings, preparing patients for x-rays, performing electrocardiograms, obtaining laboratory specimens for testing on the premises, educating patients about medication and special diets as directed by a physician, and maintaining clinical equipment in an ambulatory care setting. Medical assistants also perform routine clinical tasks to keep the offices of physicians, podiatrists, chiropractors, and optometrists running smoothly.

OBJECTIVES

TAMUK partnered with the National Healthcareer Association (NHA) to create a program to prepare students for three professional certifications. The vouchers for the following certifications are included with this program: Certified Clinical Medical Assistant (CCMA), Certified EKG Technician (CET), Certified Phlebotomy Technician (CPT)

This program includes an online study guide and practice exam, which help you to understand the program comprehensively. This combination provides remediation directed back to areas needing attention. Resources are aligned to the NHA Certified Clinical Medical Assistant exam blueprint.

STUDENT SERVICES

STUDENT SUPPORT SERVICES	INSTRUCTOR SERVICES	CAREER SERVICES
Study Groups	Answer Questions	Time Management Assistance
Student Success Calls	Mentoring	Labor Market Information
Study Schedules	24-hour Reply Time	National Certification Information
Technical Support	Industry Information	Externships
Extensions	Exam Reviews and Feedback	Check-in Emails
Leave of Absence	Write Recommendations	Student Feedback Surveys
Transcript Requests	On the Spot Test Results	
Completion Certificates	Progress Emails/Phone Calls	
Student Feedback Surveys	Student Feedback Surveys	

PROGRAM OUTLINE:

Clinical Medical Technician

Module 1: Medical Assisting

This module introduces students to the field of Clinical Medical Assisting and prepares them for the CCMA certification exam. Topics covered include (but are not limited to) data collection and recording, measurement of vital signs, physical examinations, phlebotomy, and electrocardiography.

- Office Administration
- Medical Records
- Medical Coding
- Human Resource Management
- Medication Dosage and Administration
- Control and Infections
- Legal Considerations in Healthcare
- Ethical Considerations in Healthcare
- Assisting with Office/Ambulatory Surgery
- Maintaining a Safe Environment
- Laboratory Practices
- Urinalysis
- Special Laboratory Tests
- Office Administration
- Medical Records
- Medical Coding
- Human Resource Management
- Introduction to Medical Assisting
- Patient History and Documentation
- Patient Vital Signs
- Physical Examination
- Basic Phlebotomy
- Electrocardiography
- CLIA '88 and Maintaining a Safe Environment
- Examination and Procedures – Integumentary and Neurologic Systems
- Examination and Procedures – Sensory System
- Examination and Procedures – Respiratory and Circulatory Systems
- Examination and Procedures – Digestive System
- Examination and Procedures – Urinary System
- Communication
- Medication Dosage and Administration
- Control and Infections
- Legal Considerations in Healthcare
- Ethical Considerations in Healthcare
- Assisting with Office/Ambulatory Surgery
- Maintaining a Safe Environment
- Laboratory Practices
- Urinalysis
- Special Laboratory Tests

Module 2: EKG Technician

The EKG Technician module covers the specific knowledge and skills related to cardiovascular anatomy and physiology and performance of a 12-lead EKG test. Students learn how to accurately place leads onto the patient, run the EKG machine, perform basic measurements using the EKG strip, and identify normal tracings of the heart's electrical activity as well as identify common dysrhythmias.

- Introduction to EKG Monitoring
- Cardiac Anatomy and Physiology
- Introduction to the EKG Machine
- Recording the EKG
- The Normal EKG
- Abnormal EKGs -- Rate and Rhythm
- Introduction to Abnormal EKGs -- Conduction
- Injury, Ischemia, and Infarction Patterns
- Patient Care
- EKG Interpretation

Module 3: Phlebotomy Technician

The Phlebotomy module prepares students to collect blood specimens from clients for laboratory analysis. Students will become familiar with all aspects of blood collection and will review the skills needed to perform venipunctures safely. This includes terminology, blood collection procedures, order of draw and other engaging topics.

- The Role of a Modern-Day Phlebotomist
- The Circulatory System
- Phlebotomy Equipment
- Procedures for Venipuncture
- Blood Collection Issues and Complications
- Equipment and Procedures for Capillary Puncture
- Special Specimen Collection and Point-of-Care Testing
- Handling and Processing of Specimens
- Non-blood Specimen Collection, Handling, and Tests
- Procedures for Arterial Puncture
- Pathogens, Laboratory Safety, and First Aid
- Quality Control and Legal Compliance

Externship Details

Medical Assisting – 180 hours

Phlebotomy – 40 hours

EKG – 40 hours

Students must achieve an 85% grade or better on all course quizzes, module exams and final exams and complete a minimum of 50 course hours throughout the e-learning program. Additionally, to be eligible for the clinical externship process students must pass a background check and a drug screen to be placed in a healthcare facility. Meditec's externship coordinator will assist students with placement in the Medical Assisting externship, which often presents opportunities for Phlebotomy and EKG competencies. Additionally, the externship coordinator will support students in their efforts to locate standalone Phlebotomy and EKG sites.

Students who participate in a clinical must be able to submit the following if required by their site (which is collected by Meditec's externship coordinator):

- Background check (Federal and/or state)
- Drug Screen
- Immunization record (or be able to obtain any immunizations required)
- 2 step TB test
- Flu Shot
- CPR certification

NATIONAL CERTIFICATION DETAILS

Certified Clinical Medical Assistant (CCMA) requirements: Possess a high school diploma, or equivalent, and have successfully completed a related training program such as TAMUK's Clinical Medical Technician program.

Phlebotomy (CPT) technician exam candidates: work experience must include performing a minimum of 30 successful venipunctures and 10 successful capillary sticks. These venipunctures and capillary sticks must be performed on live individuals. Candidates are prohibited from using mannequins to meet this requirement.

EKG technician (CET) exam candidates: work experience must include performing a minimum of 10 successful EKGs. These EKGs must be performed on live individuals. Candidates are prohibited from using mannequins to meet this requirement.



NATIONAL AMERICAN UNIVERSITY

Transfer Agreement:

Upon successful completion of the Clinical Medical Technician Program, students are eligible to receive 22.5 credits toward National American University's Associate of Applied Science in Management Degree. Ask your admissions advisor to review the Articulation Transfer document.

National American University

MANAGEMENT

CAMPUS:

Associate of Applied Science Degree

ARTICULATION TRANSFER
Meditec - Clinical Medical Technician
Certificate to AAS Management

90 Credits

STUDENT NAME _____ (Last) _____ (First) _____ Date **1.16.19**

STUDENT I.D. NO. _____ HIGH SCHOOL _____ TRANSFER CREDITS **22.5**

Meditec		22.5					
COLLEGE	TRN	OFFICIAL	COLLEGE	TRN	OFFICIAL	COLLEGE	TRN
COLLEGE	TRN	OFFICIAL	COLLEGE	TRN	OFFICIAL	COLLEGE	TRN

MAJOR CORE (28.5)

CAT NO	PREREQ	CR	EARNED	CODE
AC2760	Financial Accounting for Managers	CS1301 & MT1050	4.5	
EC2050	Macroeconomics	(MA1500 [^] or MA2000) & MT1050	4.5	
EC2100	Microeconomics	MT1050	4.5	
MG3000	Marketing	MT2050	4.5	
MT1050	Introduction to Business		4.5	
MT2050	Principles of Management	MT1050	4.5	
MT3651	Business Management Capstone **	①	1.5	

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GEN ED CORE (39)

COMMUNICATIONS (13.5)

CAT NO	PREREQ	CR	EARNED	CODE
EN1150	Composition I	EN1000 [^]	4.5	
EN1300	Composition II	EN1150	4.5	
EN2100 OR EN2150	Speech OR Interpersonal Professional Communication	EN1150 (EN2150 Only)	4.5	

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SCIENCE (4.5)

		4.5		
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MATHEMATICS (4.5)

MA2000	Quantitative Reasoning	CS1301	4.5	
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HUMANITIES/BEHAVIORAL/SOCIAL SCIENCE (4.5)

		<	4.5	
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GENERAL EDUCATION (12)

CS1201 [‡]	Juggling College, Life, and Career: Set up for Success!		5	
CS1301 [‡]	Do the Numbers! Achieving College and Career Success		5	
CS2086	Career Path Planning	Sophomore Status	2	

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[‡]Transfer students with an associate degree or 60 or more quarter credits are not required to complete CS1201 and CS1301. CS1410 or CS1420 may serve in place of either course or as an open elective.

PREREQUISITE COURSES (if applicable)

EN1000		4.5	
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Residents of the state of MN or students attending any MN campus:
< **must take a Humanities elective**

SPECIALTY/TECHNICAL/VOCATIONAL CORE (22.5)

Maximum 22.5/Minimum 13.5 credits

If the maximum 22.5 credits are not met in the Specialty Core, the

difference must be made up by choosing business/accounting/CI electives

	Clinical Medical Technician Certificate	22.5
	x	x
	x	x
	x	x
	x	x

22.5

BUSINESS/ACCOUNTING/CI ELECTIVES

Business electives include EC, FN, LA, MG, MT, OL, and OM courses

	4.5	
	4.5	

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[^] Or placement recommendation

① Completion of all other Major Core courses

** Capstone course (minimum "c" grade required)

Graduation Requirements--

A minimum 2.0 GPA is required overall and in Major Core

See catalog for additional graduation requirements

NAU residency requirements apply.

UPDATED:

SS226-16

EFFECTIVE 9/16

The university reserves the right to correct clerical errors



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