

# MEDICAL PROFESSIONS

pcc.edu/programs/medical-professions

## CAREER AND PROGRAM DESCRIPTION

Healthcare occupations are projected to grow faster than any other career field in order to meet the medical needs of an aging population. The Healthcare Careers 14 credit, Less than One-Year Certificate prepares students with the foundational skills required by employers for entry-level positions in the healthcare industry. In addition, it prepares students to continue their education in allied health by introducing students to the breadth of career opportunities available in the healthcare industry.

Students will examine the soft skills, technical expertise, credentials, and career paths available. Completers will understand what is required to become a healthcare professional, complete first aid and CPR for the health professional, and understand basic medical terminology, health information management, and health law and ethics. Students will develop both the customer service skills required in the industry, and well as the technical knowledge. They will be prepared to go into entry-level positions such as Patient Access Specialist, Patient Relations Representative, Medical Office Assistant, Sterile Processing Technician, Dietary Aid, and other entry-level administrative positions in the field.

## DEGREES AND CERTIFICATES OFFERED

### LESS THAN ONE-YEAR CERTIFICATE

Healthcare Careers

#### Academic Prerequisites

- None

#### Academic Requirements

- None

#### Non-Academic Prerequisites

- None

#### Non-Academic Requirements

- None

## HEALTHCARE CAREERS LESS THAN ONE-YEAR CERTIFICATE

Minimum 14 credits. Students must meet all certificate requirements.

### Healthcare Careers Certificate Courses

Code	Title	Credits
HIM 182	Healthcare Delivery Systems	3
or MP 150	Introduction to Electronic Health Records	
MP 108	Healthcare Career Essentials	3
MP 111	Medical Terminology	4
MP 113	Healthcare Provider CPR/AED, First Aid/ Bloodborne Pathogens	1
or HE 113		
MP 140	Introduction to Health Law and Ethics	3
Total Credits		14

#### MP 108. Healthcare Career Essentials. 3 Credits.

Introduces skills required to become a competent and productive health care professional including effective communication, teamwork, emotional intelligence, and professionalism. Explores various career pathways in today's healthcare industry focusing on educational and licensing requirements, professional responsibilities, and the workplace environment. Introduces job searching, resume writing, and interviewing techniques. Prerequisites: (RD 90 and WR 90) or IRW 90 or equivalent placement. Audit available.

#### MP 111. Medical Terminology. 4 Credits.

Covers abbreviations, prefixes, suffixes, and root words of terminology used in the medical field. Introduces anatomy and physiology, pathological conditions, diagnostic tests, procedures, and treatment for common medical disorders. Covers spelling, defining, and pronouncing medical terms. Audit available.

#### MP 113. Healthcare Provider CPR/AED, First Aid/Bloodborne Pathogens. 1 Credit.

Introduces CPR, first aid and bloodborne pathogens, applicable to working in healthcare environments, home, and community settings. Covers skills to perform CPR and operate an Automatic External Defibrillator (AED) for adults/children/infants. Includes citizen level first aid for providing initial care to persons injured or stricken by sudden illness where help is not immediately available. Covers how to minimize communicable disease transmission while providing emergency care. Recommended: RD 115 or equivalent placement. Audit available.

#### MP 135. Pharmacology for Allied Health. 3 Credits.

Introduces basic pharmacology principles and medicine classifications. Covers pharmacologic terminology and concepts such as drug categories, mechanism of drug action, drug forms, and routes of administration. Introduces generic and proprietary names of drugs prescribed for common diseases and disorders. Pharmacology is an integral part of every aspect of health careers and this course is recommended for any individual with a health career objective. Prerequisites: MP 111, and (WR 115 and RD 115) or IRW 115 or equivalent placement. Audit available.

#### MP 140. Introduction to Health Law and Ethics. 3 Credits.

Introduces the legal aspects, codes of ethics, and policy issues relevant to allied health. Emphasizes working within legal/ethical boundaries in healthcare. Includes confidential communication, informed consent, medical malpractice, release of information, professional codes of ethics, credentialing, responsibility, and liability. Examines legal and ethical issues relating to the beginning of life and end of life. Prerequisites: (WR 115 and RD 115) or IRW 115 or equivalent placement. Audit available.

#### MP 150. Introduction to Electronic Health Records. 3 Credits.

Introduces basic concepts of medical charting which are implemented and built upon in an Electronic Health Record (EHR). Introduces basic concepts of implementation and use of an EHR. Includes skill development for basic navigation of an EHR. Explores issues around privacy, security, government regulations and ethical/legal aspects of medical records in a healthcare delivery environment (hospital or clinic setting). Recommended: CAS 133 or equivalent computer and internet experience, MP 111. Prerequisites: (WR 115 and RD 115) or IRW 115 and MTH 20 or equivalent placement. Audit available.