

# MEDICAL ADMINISTRATIVE ASSISTANT CERTIFICATE

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Course	Title	Credit Hours
<b>First Semester</b>		
<b>Fall</b>		
BSAD 1170	Business English	3.0
CSCE 1480	Input Keyboard Technology II	3.0
MEDO 2500	Comprehensive Medical Terminology	3.0
MEDO 2520	ICD-10 Coding	3.0
<b>Credit Hours</b>		<b>12.0</b>
<b>Second Semester</b>		
<b>Spring</b>		
BSAD 2560	Information Management	3.0
MEDO 2550	Medical Office Procedures	3.0
MEDO 2560	CPT Coding	3.0
MEDO 2570	Medical Billing & Reimbursement	3.0
<b>Credit Hours</b>		<b>12.0</b>
<b>Total Credit Hours</b>		<b>24.0</b>