

MEDICAL ADMINISTRATIVE SUPPORT - BASIC TECHNICAL CERTIFICATE (BTC)

Explore More About This Program: <https://cwi.edu/program/medical-administrative-support>

Plan of Study Guide

The course sequence listed below is strongly recommended in order to complete your program requirements. Many Career and Technical Education (CTE) courses have prerequisites and/or corequisites that have been accounted for within this Plan of Study Guide. Please register for each semester as shown using the Student Planning tool in myCWI. Consult your Student Success Advisor for any questions regarding this course sequence plan.

First Year

Fall		Credit Hours
MADM 223	Integrated Medical Office Software	3
MEDA 131	Medical Office Procedures	3
MEDA 237	Ethics for Medical Professionals	3
Total Semester Credit Hours		9
Spring		
HLTH 101	Medical Terminology	3
MADM 115	Human Relations in Healthcare	3
MADM 240	Health Insurance and Billing	3
Total Semester Credit Hours		9
Minimum Credit Hours Required		18