PERSONAL WELLNESS AND HEALTH PROFESSIONS, CERTIFICATE OF TRAINING

While providing an overview of the many factors that affect personal wellness, this certificate starts novice college students on a path to a variety of health careers through common foundational concepts, including computer skills, study skills, anatomy, and medical language, as well as hands-on instruction in basic clinical tasks. Successful completion of this Certificate of Training equates to the first of three semesters in the Medical Assisting program at MPC. Credits may also apply toward an Associate degree in Science.

Learning Outcomes

Upon successful completion of the program, students will be able to:

- Accurately and efficiently perform MS Office functions as applicable to school and work.
- Employ successful study habits.
- Distinguish between normal and abnormal states of health.
- Identify and describe factors of personal, family, and community wellness.
- Efficiently communicate with patients and members of the healthcare team.
- Describe the basic human anatomy and physiology of each body system, as well as common pathology and treatments.
- Accurately use medical terminology relating to each body system, pathology, and treatments.
- Accurately obtain and record patient information and metrics.
- Apply appropriate infection control measures.
- Describe the roles and legal parameters of common health care professions.

Certificate of Training Requirements

Code	Title	Units
Required Core		
CSIS 50	MS Office Applications	2
CSIS 50L	MS Office Applications Lab	1
MEDA 100	Introduction to Health Careers	1
MEDA 105	Medical Terminology	4
MEDA 120	Medical Assisting Clinical Techniques I	3
COUN 50	Making College Count	3
Select one course from the following:		2-3
HLTH 4	Healthy Living	
NUTF 1	Nutrition	
KINS 63	Fitness Anatomy and Kinesiology	
PSYC 50	Health Psychology	
Total Units		**16-17**

Please refer to the graduation requirements section of the Catalog for information about degree and certificate requirements including Reading and Writing, Mathematics, Information Competency, and General Education requirements.