

# MEDICAL ASSISTING – MEDICAL SCRIBE SPECIALIST – OCCUPATIONAL SKILLS CERTIFICATE

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TOP Code:

0514.20

This Certificate in Medical Scribe is designed to prepare students with entry-level skills to meet the needs of the growing demand for trained medical information professionals who specialize in charting physician-patient encounters in real-time during medical exams. The skills and knowledge gained as a medical scribe may be applied in ambulatory care clinics, surgical centers, hospital settings, emergency departments, and other health care environments. Students will be exposed to the process of assisting the physician or licensed independent practitioner in navigating the electronic health record and locating information such as lab and radiology reports. These courses can be applied toward the requirements for the Certificate of Achievement in Medical Assisting, Administrative & Clinical.

## Program Outcomes

- Discuss the elements in documentation of patient assessment and plan of care in the electronic health record.
- Input diagnoses, prescriptions, and instructions for patient discharge and follow-up in the patient's electronic health record.
- Apply clerical tasks that include retrieving medical records, documenting the results of diagnostic tests, and preparing discharge instructions.

## Requirements for the Occupational Skills Certificate

Code	Title	Units
HLSC 115	MEDICAL TERMINOLOGY	3
MA 109	HEALTH INFORMATION TECHNOLOGY	1
MA 110	MEDICAL OFFICE MICROCOMPUTER MANAGEMENT APPLICATIONS	1
<b>Total Units</b>		<b>5</b>

## Recommended Preparation

Code	Title	Units
BUSN 2601A	COMPUTER KEYBOARDING A	0

or a touch typing speed of at least 30 wpm.