eDynamicLearning
CAREER & ELECTIVE COURSES

eDynamic Learning Course Title: Medical Assistant 1a/1b

State: TX
State Course Title: Medical Assistant
State Course Code: 127.427
State Standards: Career and Technical Education
Date of Standards: 2021

TEKS	Course Title (a or b), if applicable, e.g. Game Design 1a	Unit Name(s)	Lesson(s) Numbers
(b) Introduction.			
(1) Career and technical education instruction provides content aligned with challenging academic standards, industry-relevant technical knowledge, and college and career readiness skills for students to further their education and succeed in current and emerging professions.	Medical Assistant 1a: Introduction	Unit 7: Technology in Health Care	Lesson 1
(2) The Health Science Career Cluster focuses on planning, managing, and providing therapeutic services, diagnostics services, health informatics, support services, and biotechnology research and development.	Medical Assistant 1a: Introduction	Unit 1: Healthcare Services and the Health Care Team	Lesson 2
(3) The Medical Assistant course provides students with the knowledge and skills to pursue a career as a medical assistant and to improve college and career readiness. Students will obtain communication skills, clinical ethics knowledge, safety awareness, and information related to medical assisting career opportunities.	Medical Assistant 1b: Medical Assisting in Action	Unit 8: The Reimbursement Process	Lesson 2
(4) To pursue a career in the health science industry, students should learn to reason, think critically, make decisions, solve problems, and communicate effectively. Students should recognize that quality health care depends on the ability to work well with others.	Medical Assistant 1a: Introduction	Unit 6: Professionalism and the Art of Communication	Lesson 1
(5) Professional integrity in the health science industry is dependent on acceptance of ethical and legal responsibilities. Students are expected to employ their ethical and legal responsibilities, recognize limitations, and understand the implications of their actions.	Medical Assistant 1a: Introduction	Unit 6: Professionalism and the Art of Communication	Lesson 5
(6) Students are encouraged to participate in extended learning experiences such as career and technical student organizations and other leadership or extracurricular organizations.	Medical Assistant 1a: Introduction	Unit 7: Technology in Health Care	Lesson 3
(c) Knowledge and skills.			
(1) The student applies professional standards/employability skills as required by business and industry.			
(A) apply appropriate verbal communication in a clear, concise, and effective manner;	Medical Assistant 1a: Introduction	Unit 6: Professionalism and the Art of Communication	Lesson 5
(B) apply appropriate non-verbal communication in a clear, respectful, and effective manner;	Medical Assistant 1a: Introduction	Unit 6: Professionalism and the Art of Communication	Lesson 1
(C) apply appropriate adaptability skills such as problem solving and creative thinking;	Medical Assistant 1a: Introduction	Unit 8: Front Office Roles	Lesson 3
(D) create or evaluate a career plan using methods such as identifying educational pathways, professional organizations, career goals, continuing education opportunities, and individual aptitudes;	Medical Assistant 1a: Introduction	Unit 1: Healthcare Services and the Health Care Team	Lesson 3

(E) demonstrate teamwork;	Medical Assistant 1a: Introduction	Unit 1: Healthcare Services and the Health Care Team	Lesson 4
(F) create an occupation-specific resume; and	Medical Assistant 1a: Introduction	Unit 1: Healthcare Services and the Health Care Team	Lesson 5
(G) identify and demonstrate soft skills desired by employers in health care.	Medical Assistant 1a: Introduction	Unit 1: Healthcare Services and the Health Care Team	Lesson 4
(2) The student evaluates the roles and responsibilities of the medical assistant as a member of the healthcare team.			
(A) explain the role of the medical assistant in various healthcare settings;	Medical Assistant 1a: Introduction	Unit 1: Healthcare Services and the Health Care Team	Lesson 2
(B) discuss the scope of practice, including responsibilities and limitations of a medical assistant;	Medical Assistant 1a: Introduction	Unit 1: Healthcare Services and the Health Care Team	Lesson 4
(C) explain the level of authority within the healthcare professional hierarchy; and	Medical Assistant 1a: Introduction	Unit 1: Healthcare Services and the Health Care Team	Lesson 4
(D) identify the members of an interdisciplinary healthcare team and their roles such as licensed vocation nurse, registered nurse, primary care provider, specialists, and other allied health professionals.	Medical Assistant 1a: Introduction	Unit 1: Healthcare Services and the Health Care Team	Lesson 4
(3) The student applies professional communication skills to provide information to patients and team members in a healthcare setting.			
(A) demonstrate the ability to report abnormal results in writing and orally to the patient's provider;	Medical Assistant 1b: Medical Assisting in Action	Unit 6: Laboratory Testing	Lesson 2
(B) demonstrate how to communicate with patients, caregivers, and the interdisciplinary team to assist in the planning, delivery, and coordination of patient-centered care;	Medical Assistant 1b: Medical Assisting in Action	Unit 7: Other Types of Testing and Care Conditions	Lesson 4
(C) evaluate different communication techniques for responding to the needs of individuals in a diverse society;	Medical Assistant 1b: Medical Assisting in Action	Unit 7: Other Types of Testing and Care Conditions	Lesson 4
(D) practice conflict-resolution techniques such as cooperation, contribution, compromise, and collaboration in various situations; and	Medical Assistant 1b: Medical Assisting in Action	Unit 6: Laboratory Testing	Lesson 4
(E) practice providing patient education on health-related topics such as clean catch urine collection, the risks and benefits of vaccinations, use of a peak-flow, and nebulizer treatments.	Medical Assistant 1b: Medical Assisting in Action	Unit 3: Pharmacology	Lesson 3
(4) The student demonstrates knowledge of healthcare ethical principles in their practice of medical assisting.			
(A) evaluate principles of ethical behavior, including beneficence, non-maleficence, justice, and autonomy;	Medical Assistant 1b: Medical Assisting in Action	Unit 1: Healthcare and the Law	Lesson 1
(B) debate ethical issues related to technological advances in health care such as stem cells, robotics, and immunologic therapies in health care;			
(C) evaluate ethical issues and legal ramifications related to malpractice, negligence, and liability; and	Medical Assistant 1b: Medical Assisting in Action	Unit 1: Healthcare and the Law	Lesson 3
(D) summarize legal and ethical standards, including Patient Bill of Rights, Advanced Directives, and the Health Insurance Portability and Accountability Act (HIPAA).	Medical Assistant 1b: Medical Assisting in Action	Unit 1: Healthcare and the Law	Lesson 1
(5) The student demonstrates knowledge of the administrative duties of a medical assistant in a healthcare setting.			

(A) identify considerations for scheduling a patient such as availability of test results, availability of staff, patient flow, triage, and coordination of care;	Medical Assistant 1a: Introduction	Unit 8: Front Office Roles	Lesson 2
(B) discuss considerations related to managing an office schedule such as types of scheduling, under booking, over booking, cancellations, add-ons, and no-shows;	Medical Assistant 1a: Introduction	Unit 8: Front Office Roles	Lesson 1
(C) define the terms used in medical billing such as diagnosis codes, billing codes, billing cycle, co-pay, deductibles, maximum out-of-pocket, and time of service;	Medical Assistant 1b: Medical Assisting in Action	Unit 8: The Reimbursement Process	Lesson 3
(D) describe the elements of completing patient registration such as recording demographics, emergency contact, and insurance information;	Medical Assistant 1a: Introduction	Unit 8: Front Office Roles	Lesson 3
(E) analyze different types of health insurance coverage, including Medicare, Medicaid, TRICARE, Civilian Health and Medical Program of the Department of Veterans Affairs (CHAMPVA), private insurance, employer-based insurance, and workers' compensation;	Medical Assistant 1b: Medical Assisting in Action	Unit 8: The Reimbursement Process	Lesson 1
(F) identify the components of an insurance card such as plan name, group number, ID number, patient co-pay, co-insurance, and phone numbers;			
(G) define insurance plan terminology such as prior authorization, formulary, explanation of benefits, denial, appeal, and referrals;	Medical Assistant 1b: Medical Assisting in Action	Unit 8: The Reimbursement Process	Lesson 3
(H) define electronic health records systems and their components such as demographics, financial insurance information, orders and referrals, correspondence, and test results; and	Medical Assistant 1a: Introduction	Unit 7: Technology in Health Care	Lesson 1
(I) analyze the benefits and risks of electronic health records systems.	Medical Assistant 1b: Medical Assisting in Action	Unit 7: Technology in Health Care	Lesson 2
(6) The student uses appropriate medical terminology as a medical assistant.			
(A) use directional terms and anatomical planes related to body structure;	Medical Assistant 1a: Introduction	Unit 2: Learning the Language: Medical Terminology	Lesson 5
(B) use occupationally specific terms such as terms relating to the body systems, surgical and diagnostic procedures, diseases, and treatment; and	Medical Assistant 1a: Introduction	Unit 2: Learning the Language: Medical Terminology	Lesson 1
(C) apply knowledge of prefixes, suffixes, and root words to translate medical terms to conversational language to facilitate communication.	Medical Assistant 1a: Introduction	Unit 2: Learning the Language: Medical Terminology	Lesson 1
(7) The student practices or models patient intake skills as a medical assistant.			
(A) collect and document patient information during an intake interview, including chief complaint; patient care team; past medical, surgical, social, and family histories; patient allergies; and comprehensive medication list;	Medical Assistant 1b: Medical Assisting in Action	Unit 4: Patient Care Essentials	Lesson 1
(B) explain how to use a medical chart to identify patient care needs;	Medical Assistant 1a: Introduction	Unit 7: Technology in Health Care	Lesson 3
(C) identify normal ranges for vital signs per age group, including blood pressure, temperature, heart rate, respiratory rate, and oxygen saturation;	Medical Assistant 1b: Medical Assisting in Action	Unit 4: Patient Care Essentials	Lesson 1
(D) measure and record accurate vital signs, including manual blood pressure, temperature, heart rate, respiratory rate, and pain scale;	Medical Assistant 1a: Introduction	Unit 4: Patient Care Essentials	Lesson 2
(E) measure and record accurate anthropometric measurements, including height, weight, and head circumference; and	Medical Assistant 1a: Introduction	Unit 4: Patient Care Essentials	Lesson 1

(F) calculate accurate conversions between different units of measurement such as kilograms to pounds, centimeters to inches, and Fahrenheit to Celsius.	Medical Assistant 1a: Introduction	Unit 3: Pharmacology	Lesson 3
(8) The student demonstrates knowledge and application of point of care testing as a medical assistant.			
(A) define point of care testing;	Medical Assistant 1b: Medical Assisting in Action	Unit 6: Laboratory Testing	Lesson 1
(B) identify and correlate specimen types and collection methods, including throat swabs, capillary blood, and urine used in point of care testing;	Medical Assistant 1b: Medical Assisting in Action	Unit 6: Laboratory Testing	Lesson 2
(C) describe tests that might be performed as a point of care test in an office such as rapid strep, rapid flu, glucose, urine dip, urine pregnancy, vision screening, and electrocardiogram (EKG) tests;	Medical Assistant 1b: Medical Assisting in Action	Unit 6: Laboratory Testing	Lesson 2
(D) perform and document a vision screening using the Snellen eye chart; and	Medical Assistant 1b: Medical Assisting in Action	Unit 5: Procedural Patient Care	Lesson 1
(E) locate landmarks for performing a 12-lead electrocardiogram (EKG).	Medical Assistant 1b: Medical Assisting in Action	Unit 7: Other Types of Testing and Care Conditions	Lesson 2
(9) The student demonstrates knowledge of medication preparation and administration in a clinical setting specific to the role of a medical assistant.			
(A) apply the six rights of medication administration, including right patient, right medication, right dose, right time, right route, and right documentation;	Medical Assistant 1b: Medical Assisting in Action	Unit 3: Pharmacology	Lesson 3
(B) identify drug classifications and the indication for use;	Medical Assistant 1b: Medical Assisting in Action	Unit 3: Pharmacology	Lesson 1
(C) define drug-related terms, including adverse event, therapeutic response, side effect, drug interactions, and allergic reaction;	Medical Assistant 1b: Medical Assisting in Action	Unit 3: Pharmacology	Lesson 4
(D) calculate the amount of medication to administer based on the dosage ordered and the strength of medication supply on hand;	Medical Assistant 1b: Medical Assisting in Action	Unit 3: Pharmacology	Lesson 3
(E) evaluate a patient for known allergies and contraindications prior to administering any medication;			
(F) identify routes of medication administration, including oral, buccal, sublingual, inhaled, intranasal, otic, ophthalmic, intravaginal, anal, topical, transdermal, intradermal, subcutaneous, intramuscular, intravenous, and intrathecal;	Medical Assistant 1b: Medical Assisting in Action	Unit 3: Pharmacology	Lesson 3
(G) use proper technique when preparing medications for administration, including injections, oral, sublingual, inhaled, otic, ophthalmic, and topical;	Medical Assistant 1b: Medical Assisting in Action	Unit 3: Pharmacology	Lesson 3
(H) use proper technique when administering medications, including injections, oral, sublingual, inhaled, otic, ophthalmic, and topical;	Medical Assistant 1b: Medical Assisting in Action	Unit 3: Pharmacology	Lesson 3
(I) identify appropriate muscle groups for intramuscular injections, including deltoid, vastus lateralis, and ventrogluteal;			
(J) explain the factors that influence intramuscular injection site selection, including patient size, patient age, viscosity of medication, and muscular density;			
(K) explain the factors that affect needle size and gauge selection, including medication viscosity, patient size, muscular density; and			

(L) demonstrate knowledge of syringe styles and markings on various size syringes such as Luer Lock, oral, insulin, TB, 1ml, 3ml, 5ml, and 10ml syringes.			
(10) The student demonstrates knowledge of collecting, labeling, storing, and transferring lab specimens.			
(A) identify how to properly store and transfer lab specimens such as blood, urine, fecal, and sputum samples;	Medical Assistant 1b: Medical Assisting in Action	Unit 6: Laboratory Testing	Lesson 4
(B) list the proper order of draw for blood collection tubes;	Medical Assistant 1b: Medical Assisting in Action	Unit 6: Laboratory Testing	Lesson 3
(C) select the proper collection tubes for specific types of blood tests such as complete blood count (CBC), comprehensive metabolic panel (CMP), and lipid panel;	Medical Assistant 1b: Medical Assisting in Action	Unit 6: Laboratory Testing	Lesson 3
(D) locate veins used for blood draws;	Medical Assistant 1b: Medical Assisting in Action	Unit 6: Laboratory Testing	Lesson 3
(E) demonstrate proper technique and post procedural care for veinous blood draws; and	Medical Assistant 1b: Medical Assisting in Action	Unit 6: Laboratory Testing	Lesson 3
(F) demonstrate proper labeling of lab specimens, including patient name, date of birth, source, date, time, and initials of collector.			
(11) The student demonstrates knowledge of patient populations and their specific care considerations.			
(A) discuss and identify stages of development throughout a patient's lifespan;	Medical Assistant 1a: Introduction	Unit 3: Building Up: Anatomy and Physiology I	Lesson 3
(B) describe coping and defense mechanisms exhibited by patients such as emotion-focused behaviors, problem-focused behaviors, denial, displacement, intellectualization, projection, rationalization, and regression;	Medical Assistant 1a: Introduction	Unit 6: Professionalism and the Art of Communication	Lesson 5
(C) identify and discuss end-of-life considerations such as advanced directives, power of attorney, stages of grief, and family support;	Medical Assistant 1a: Introduction	Unit 6: Professionalism and the Art of Communication	Lesson 4
(D) practice appropriate methods of care for working with patients with mental, physical, and developmental disabilities;	Medical Assistant 1a: Introduction	Unit 6: Professionalism and the Art of Communication	Lesson 1
(E) explain how socioeconomic factors such as income, transportation, access to community resources, employment, and education level can influence patient outcomes; and			
(F) explain how various multicultural values can affect patient care decisions.	Medical Assistant 1a: Introduction	Unit 6: Professionalism and the Art of Communication	Lesson 2
(12) The student demonstrates knowledge of safety practices and procedures as related to medical assisting.			
(A) employ standard precautions in a healthcare scenario;	Medical Assistant 1b: Medical Assisting in Action	Unit 2: Maintaining a Safe Environment	Lesson 1
(B) identify various modes of disease transmission, including vector borne, air borne, direct or indirect contact, and vehicle;	Medical Assistant 1a: Introduction	Unit 2: Maintaining a Safe Environment	Lesson 1
(C) distinguish between the types of isolation precaution signage used to address modes of disease transmission such as contact, droplet, and airborne;			

(D) identify personal protective equipment (PPE);	Medical Assistant 1a: Introduction	Unit 2: Maintaining a Safe Environment	Lesson 1
(E) apply the knowledge of PPE used in various situations such as venipuncture, collecting a throat swab, or dipping urine;	Medical Assistant 1a: Introduction	Unit 2: Maintaining a Safe Environment	Lesson 1
(F) demonstrate proper donning and doffing of PPE;	Medical Assistant 1a: Introduction	Unit 2: Maintaining a Safe Environment	Lesson 1
(G) define the use of a sharps container, biohazard container, shredding bin, and trash receptacle;	Medical Assistant 1a: Introduction	Unit 2: Maintaining a Safe Environment	Lesson 4
(H) practice safe handling of sharps such as not recapping after injection and prompt disposal in a sharps container;	Medical Assistant 1a: Introduction	Unit 2: Maintaining a Safe Environment	Lesson 4
(I) identify symptoms of anaphylaxis and the proper emergency response;	Medical Assistant 1a: Introduction	Unit 4: Patient Care Essentials	Lesson 3
(J) explain storage requirements for medications, vaccines, and lab specimens;	Medical Assistant 1a: Introduction	Unit 3: Pharmacology	Lesson 3
(K) locate and use the safety data sheets (SDS) to retrieve information such as proper storage, clean up, and exposure response; and			
(L) define and apply knowledge of medical asepsis.	Medical Assistant 1b: Medical Assisting in Action	Unit 2: Maintaining a Safe Environment	Lesson 2