

STV219 : Basic Review for California Certified Medical Assistant-Clinical

General Information

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Course Code (CB01) :	STV219
Course Title (CB02) :	Basic Review for California Certified Medical Assistant-Clinical
Department:	STV
Proposal Start:	Fall 2026
TOP Code (CB03) :	(1208.10) Clinical Medical Assisting*
CIP Code:	(51.0801) Medical/Clinical Assistant.
SAM Code (CB09) :	D - Possibly Occupational
Distance Education Approved:	No
Will this course be taught asynchronously?:	No
Course Control Number (CB00) :	CCC000614800
Curriculum Committee Approval Date:	09/24/2025
Board of Trustees Approval Date:	11/11/20025
Last Cyclical Review Date:	05/22/2024
Course Description and Course Note:	STV 219 prepares students for the clinical specialty portion of the California Certified Medical Assistant Examination. Students focus on clinical competencies and exam-readiness for this certification. Topics include infection control, vital signs, patient preparation, specimen collection, diagnostic testing, and assisting with minor office procedures. Lecture 48 hours. Note: This course is Pass/No pass only.
Justification:	Content Change
Academic Career:	<ul style="list-style-type: none"> • Noncredit
Mode of Delivery:	<ul style="list-style-type: none"> • In-Person • Remote
Author:	No value
Course Family:	No value

Academic Senate Discipline

Primary Discipline:	<ul style="list-style-type: none"> • Health and Safety: Non-Credit • Health Care Ancillaries (Medical assisting, hospice worker, home care aide, certified nurse aide, health aide, ward clerk, central service technology, childbirth educator, primary care
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associate, massage therapy)

Alternate Discipline:

- Health Care Ancillaries (Medical assisting, hospice worker, home care aide, certified nurse aide, health aide, ward clerk, central service technology, childbirth educator, primary care associate, massage therapy)

Alternate Discipline:

No value

Course Development

Basic Skill Status (CB08)

Course is not a basic skills course.

Allow Students to Gain Credit by Exam/Challenge

Course Special Class Status (CB13)

Course is not a special class.

Pre-Collegiate Level (CB21)

Not applicable.

Grading Basis

- Pass / No-Pass Only

Course Support Course Status (CB26)

Course is not a support course

General Education and C-ID

General Education Status (CB25)

Not Applicable

Transferability

Not transferable

Transferability Status

Not transferable

Units and Hours

Summary

Minimum Credit Units (CB07)	0
Maximum Credit Units (CB06)	0
Total Course In-Class (Contact) Hours	48
Total Course Out-of-Class Hours	0
Total Student Learning Hours	48

Credit / Non-Credit Options

Course Type (CB04)

Non-Credit

Noncredit Course Category (CB22)

Workforce Preparation.

Noncredit Special Characteristics

No Value

Course Classification Code (CB11)

Workforce Preparation Enhanced Funding.

Funding Agency Category (CB23)

This course was partially developed using Economic Development funds.

Cooperative Work Experience Education Status (CB10)

Variable Credit Course

Weekly Student Hours

	In Class	Out of Class
Lecture Hours	48	0
Laboratory Hours	0	0
Studio Hours	0	0

Course Student Hours

Course Duration (Weeks)	6
Hours per unit divisor	54
Course In-Class (Contact) Hours	
Lecture	48
Laboratory	0
Studio	0
Total	48
Course Out-of-Class Hours	
Lecture	0
Laboratory	0
Studio	0
Total	0

Time Commitment Notes for Students

No value

Units and Hours - Weekly Specialty Hours

Activity Name	Type	In Class	Out of Class
No Value	No Value	No Value	No Value

Prerequisites, Corequisites, Recommended Corequisites, and Recommended Preparation

Advisory

ESL30 - ENGLISH AS A SECOND LANGUAGE LEVEL 3 (in-development)

Objectives

- Write paragraphs at the low-intermediate level with sufficient unity.
- Develop coherence and mechanical accuracy.
- Demonstrate mastery of grammatical structures studied at a level sufficient to pass unit tests and the divisional grammar mastery test for this level.
- Converse at a functional level adequate for everyday use on the campus and in the community.
- Respond to questions about recorded and live speeches, dialogues, role plays, and lectures.
- Decode 2,500-word reading passages, respond to inference and recall questions, and utilize a monolingual English dictionary to advantage.

Entry Standards	
Entry Standards	Description
No value	No value

Course Limitations	
Cross Listed or Equivalent Course	Description
No value	No value

Requisite Validation
Upload Statistical Validation and/or other documents (if necessary)
No Value

Specifications	
Methods of Instruction	
Methods of Instruction	Lecture
Methods of Instruction	Discussion
Methods of Instruction	Multimedia
Methods of Instruction	Tutorial
Methods of Instruction	Collaborative Learning
Methods of Instruction	Demonstrations

Out of Class Assignments				
N/A				
Methods of Evaluation		Description of Activity/Interaction		
Exam/Quiz/Test		Certification practice exams.		
Textbook Rationale				
No Value				
Textbooks				
Author	Title	Publisher	Date	ISBN
Trivium Test Prep (Firm),	CMA exam preparation study guide : prep book with practice test questions for the Certified Medical Assistant examination.	Trivium Test Prep	2020	9781635309508
Other Instructional Materials (i.e. OER, handouts)				
No Value				

Learning Outcomes	
Course Objectives	
Apply medical terminology to clinical tasks, procedures, and documentation.	
Demonstrate safe and effective clinical practices, including patient preparation and assisting skills.	
Explain the purpose and process of common diagnostic tests performed in medical clinics.	
Describe appropriate responses to clinical emergencies and infection control protocols.	
SLOs	
Apply the content of the Clinical Certification section of CCMA.	Expected Outcome Performance: 70.0

ILOs Demonstrate depth of knowledge in a course, discipline, or vocation by applying practical knowledge, skills, abilities, theories, or methodologies to solve unique problems.
 Core
 ILOs

Additional SLO Information

Does this proposal include revisions that might improve student attainment of course learning outcomes?

No

Is this proposal submitted in response to learning outcomes assessment data?

No

If yes was selected in either of the above questions for learning outcomes, explain and attach evidence of discussions about learning outcomes.

No Value

SLO Evidence

No Value

Course Content

Lecture Content

Clinical Certification (48 hours)

- Anatomy and physiology of the Human Body
 - The body as a whole
 - Body systems
- Infection Control
 - Principles of asepsis
 - Sterilization procedures
 - Assisting with minor surgeries
 - Patient Preparation
 - Vital signs
 - Examinations
- Lab Procedures/Diagnostic Testing
 - Instructing the patient
 - Preparation of equipment and supplies
 - Specimen collection and processing
 - Screening Tests
- Patient History
 - Essential parts of medical history
- Administering Medications
 - Drug classifications, forms and uses
 - Side effects/adverse effects
 - Drug dosage—influencing factors, calculations
 - Systems of measurement
 - Medication inventory
 - Recording in the medical record
 - Prescriptions
 - Controlled substances
- Office Emergencies:
 - Emergency policies and procedures
 - Equipment and supplies

- Patient Education
- Written instructions
- Oral instructions
- Prescriptions and refills
- Diagnostic testing
- Nutrition and diet therapy
- First aid

Total hours: 48

Additional Information

Repeatability

Repeatable

Justification (if repeatable was chosen above)

Non-credit courses

Is it possible this course will have a material fee?

No

I have contacted my library liaison (<https://campusguides.glendale.edu/faculty/liasons>):

No

What term(s) will this course be offered?

Fall/Winter/Spring/Summer

Will any additional resources be needed for this course? (Click all that apply)

- No

If additional resources are needed, add a brief description and cost in the box provided.

No Value