BRONX Degree Map COMMUNITY

MEDICAL OFFICE ASSISTANT

A.A.S. Degree*

- ¹ Students with English Proficiency Index (EPI) of 0-49 enroll in corequisite course ENG 100. Students with EPI of 50-64 enroll in corequisite course ENG 110. Students with EPI of at least 65 (or other English proficiency qualification) enroll in ENG 111. Students with ESL need should take appropriate ESL course/s (Sequence: ESL 01 > 02 > 03 > 09) before enrolling in ENG 110.
- ² Students who have completed three years high school mathematics and intend to transfer to a four-year college may take BUS 41 instead of BUS 111.
- ³ It is highly recommended that students take FYS 11 in their first or second semester prior to earning 24 credits. This requirement will be waived for students who have earned 24 or more degree or equated credits at BCC. Students transferring into the program with 24 or more degree or equated credits will also be exempt from FYS 11 and only required to complete 60 credits to graduate.
- 4 Students with Math Proficiency Index (MPI) of 0-59 enroll in corequisite course MTH 21.5 OR MTH 23.5. Students with MPI of 39 or lower are strongly encouraged to enroll in Math Start/CUNY Start.
- ⁵ HIS 11 is for students who enroll in ENG 110 as a corequisite.
- ⁶ In an effort to provide students with a well-rounded liberal learning experience, students are encouraged to fulfill this requirement by selecting courses from Flexible Core Areas B, C or E as these areas are not already required by this program.

See Common Core Pathways course listing.

⁷ Completion of BIO 21 and BIO 22 is required prior to registering for these courses as well as permission of the Medical Office Assistant Program Curriculum Coordinator.

This program articulates with SUNY Empire State College, including Business, Management and Economics, and Interdisciplinary Studies baccalaureate programs.

*Note: In order to graduate, students must meet all requirements, including, completing all required courses with appropriate grades, completing two writing intensive courses, and earning a minimum GPA of 2.0, and applying for graduation.

Required Core A: English Composition 1 - ENG 100 Interpreted Reading and Writing OR ENG Flexible Core D: COMM 11 Fundamental of Interpersonal Communication BIO 22 Medical Terminology	SEMESTER I Freshman	Prerequisite/Corequisite	
BIO 22 Medical Terminology	☐ Required Core A: English Composition I - ENG 100 Integrated Reading and Writing OR ENG 110 Fundamentals of Writing and Rhetoric OR ENG 111 Writing and Rhetoric¹	See footnote ¹	3
BUS 111 Applications of Mathematics for Business² Corequisite: MTH 23.5 or MTH 28.5, 3 HLT 91 Critical Issues in Health Corequisite: MTH 23.5 or MTH 28.5, 1 required 2 KEY 10 Keyboarding for Computers None 1 FYS 11 First Year Seminar² None 1 FYS 11 First Year Seminar² None 1 Subtotal: Presequisite/Corequisite Required Core B: MTH 21 A Mathematical World OR MTH 21.5 A Mathematical World with Algebra OR MTH 23 Probability and Statistics OR MTH 23.5 Probability and Statistics or Experiment of the Modern Mathematical World or Experiment of the Modern Mathematical World OR HIS 11 Introduction to Mathematical World OR HIS 11 Introduction to Mathematical World OR HIS 11 Introduction to the Modern	☐ Flexible Core D: COMM 11 Fundamental of Interpersonal Communication		3
HLT 91 Critical Issues in Health Corequisite: ENG 100, if required 2	☐ BIO 22 Medical Terminology	100 or ENG 110, if required	2
KEY 10 Keyboarding for Computers None 1 FYS 11 First Year Seminar 3 None 1 Subtotal: Freshman Prerequisite/Corequisite	☐ BUS 111 Applications of Mathematics for Business²		3
FYS 11 First Year Seminar³ None 1	☐ HLT 91 Critical Issues in Health	Corequisite: ENG 100, if required	2
Subtotal: Prerequisite/Corequisite SEMESTER II Freshman Prerequisite/Corequisite ☐ Required Core B. WTH 21 A Mathematical World OR MTH 21.5 A Mathematical World with Algebra OR MTH 23 Probability and Statistics OR MTH 23 Probability and Statistics with Algebra* See footnote* 3 ☐ Required Core C: BIO 21 The Human Body CUNY English Proficiency; or ENG 110, if required 100 or dept. approval 2 Corequisite: ENG 110, if required Corequisite: ENG 110, if required Corequisites: ENG 110, if required Corequisites: ENG 110, if required Corequisites ENG 110, if required 111 and KEY 11; or dept. approval 111 and KEY 11; or dept. approval 112 and KEY 10; corequisites: ENG 110, if required 113 as Subtotal: See catalog ☐ WPR 21 Word Processing Applications REY 10; Corequisite: ENG 110, if required 113 as Subtotal: See catalog ☐ Flexible Core A.E: Select ONE ourse from Flexible Core A.E: Select ONE course from Flexible Core A.E: Select ONE course from Flexible Core A.E: Select ONE course from Flexible Core A.E: Select ONE and BIO 22 and approval 2 corequisite: ENG 110, if required 2 corequisite: ENG 110, if required 3 co	☐ KEY 10 Keyboarding for Computers	None	1
SEMESTER II Freshman Prerequisite/Corequisite □ Required Core B: MTH 21 A Mathematical World OR MTH 21.5 A Mathematical World with Algebra OR MTH 23 Probability and Statistics OR MTH 23.5 Probability and Statistics OR MTH 23.5 Probability and Statistics OR MTH 23.5 Probability and Statistics with Algebra OR MTH 23 Probability and Statistics OR MTH 23.5 Probability and Statistics with Algebra OR MTH 23.5 Probability and Statistics WTH 24.0 Proficiency; or ENG 20.5 Proficiency; or E	☐ FYS 11 First Year Seminar ³	None	1
Required Core B: MTH 21 A Mathematical World OR MTH 21.5 A Mathematical World with Algebra OR MTH 23 Probability and Statistics OR MTH 23.5 Probability and Statistics with Algebra OR MTH 23 Probability and Statistics OR MTH 23.5 Probability and Statistics with Algebra OR MTH 23 Probability and Statistics OR MTH 23.5 Probability and Statistics with Algebra OR MTH 23 Probability and Statistics of CUNY English Proficiency; or ENG 100 or ENG 110, if required Corequisite Or	Subtotal:		15
Algebra OR MTH 23 Probability and Statistics OR MTH 23.5 Probability and Statistics with Algebra See Tourings CUNY English Proficiency; or ENG 100 or ENG 110, if required CUNY English Proficiency; or ENG 100 or ENG 110, if required CUNY English Proficiency; or ENG CUNY English Proficiency; or ENG Curequisite: ENG 100, if required Corequisite: ENG 100, if required Curequisite: ENG 101, if required Cu	SEMESTER II Freshman	Prerequisite/Corequisite	
Required Core V: Bio 21 The Fluthan Body 100 or ENG 110, if required KEY 10 or dept. approval Corequisite: ENG 100, if required 2		See footnote ⁴	3
WPR 11 Transcription for Business	☐ Required Core C: BIO 21 The Human Body	100 or ENG 110, if required	4
WPR 11 transcription for Business 111 and KEY 11; or dept. approval 3 WPR 21 Word Processing Applications KEY 10; Corequisite: KEY 11 3 Subtotal:	☐ KEY 11 Document Formatting and Speed Development	Corequisite: ENG 100, if required	2
Subtotal: SEMESTER III Sophomore Prerequisite/Corequisite Flexible Core A: HIS 10 History of the Modern World OR HIS 11 Introduction to the Modern Worlds Flexible Core A-E: Select ONE course from Flexible Core A-Es BIO 46 Clinical Techniques BIO 18 or BIO 21 and BIO 22 Corequisites: ENG 100, if required; and MTH 23.5 or 28.5, if required; and MTH 23.5 or 28.5, if required and Interpretation and Techniques BIO 21 and BIO 22 and approval NMT 78 EKG - Interpretation and Techniques BIO 21 and BIO 22 and approval SUBTION SOPHOMORE Flexible Core A-E: Select ONE additional course from Flexible Core A-Es BIO 21 and BIO 22 or BIO 21	·	111 and KEY 11; or dept. approval	3
SEMESTER III Sophomore Prerequisite/Corequisite ☐ Flexible Core A: HIS 10 History of the Modern World OR HIS 11 Introduction to the Modern Worlds See catalog 3 ☐ Flexible Core A-E: Select ONE course from Flexible Core A-E6 See catalog6 3 ☐ BIO 46 Clinical Techniques BIO 18 or BIO 21 and BIO 22 2 ☐ DAT 33 Microcomputer Applications Corequisites: ENG 100, if required; and MTH 23.5 or 28.5, if required and MTH 23.5 or 28.5, if required 2 ☐ LAW 45 Medical Law Corequisites: ENG 110, if required 3 ☐ NMT 78 EKG - Interpretation and Techniques ⁷ BIO 21 and BIO 22 and approval 2 Subtotal: 15 SEMESTER IV Sophomore Prerequisite/Corequisite ☐ Flexible Core A-E: Select ONE additional course from Flexible Core A-E6 See catalog6 3 ☐ BIO 47 Clinical Techniques II BIO 18 and BIO 22; or BIO 21 and BIO 22; or BIO 21 and BIO 22; or BIO 11 2 ☐ COM 31 Business Communications ENG 100, 110, or 111 2 ☐ DAT 36 Microcomputer Spreadsheet Applications DAT 10 or DAT 30 or DAT 30 or DAT 33 or dept. approval 3 ☐ NMT 79 Phlebotomy6 BIO 21 and BIO 22 and approval of program coordinator APPROVAL APPROVAL 2	☐ WPR 21 Word Processing Applications	KEY 10; Corequisite: KEY 11	3
Flexible Core A: HIS 10 History of the Modern World OR HIS 11 Introduction to the Modern Worlds See catalog 3 Flexible Core A-E: Select ONE course from Flexible Core A-E6 See catalog6 3 BIO 46 Clinical Techniques BIO 18 or BIO 21 and BIO 22 2 DAT 33 Microcomputer Applications Corequisites: ENG 100, if required; and MTH 23.5 or 28.5, if required 3 LAW 45 Medical Law Corequisite: ENG 110, if required 3 NMT 78 EKG - Interpretation and Techniques7 BIO 21 and BIO 22 and approval 2 Subtotal: Testible Core A-E: Select ONE additional course from Flexible Core A-E6 See catalog6 3 BIO 47 Clinical Techniques II BIO 47 Clinical Techniques II BIO 47 Clinical Techniques II BIO 22; or BIO 21 and BIO 22; or BIO 21 and BIO 22; or BIO 11 2 DAT 36 Microcomputer Spreadsheet Applications ENG 100, 110, or 111 2 DAT 36 Microcomputer Spreadsheet Applications DAT 10 or DAT 30 or DAT 33 or dept. approval 3 NMT 79 Phlebotomy6 BIO 21 and BIO 22 and approval of program coordinator 3 SEC 35 Medical Office Procedures and Management 2	Subtotal:		15
Worlds See Catalog 3 ☐ Flexible Core A-E: Select ONE course from Flexible Core A-E ⁶ See catalog ⁶ 3 ☐ BIO 46 Clinical Techniques BIO 18 or BIO 21 and BIO 22 2 ☐ DAT 33 Microcomputer Applications Corequisites: ENG 100, if required; and MTH 23.5 or 28.5, if required 2 ☐ LAW 45 Medical Law Corequisite: ENG 110, if required 3 ☐ NMT 78 EKG - Interpretation and Techniques ⁷ BIO 21 and BIO 22 and approval 2 Subtotal: 15 SEMESTER IV Sophomore Prerequisite/Corequisite ☐ Flexible Core A-E: Select ONE additional course from Flexible Core A-E ⁶ See catalog ⁶ 3 ☐ BIO 47 Clinical Techniques II BIO 18 and BIO 22; or BIO 21 and BIO 22 and approval 2 ☐ DAT 36 Microcomputer Spreadsheet Applications BIO 21 and BIO 22 and approval of program coordinator 3 ☐ NMT 79 Phlebotomy ⁶ BIO 21 and BIO 22 and approval of program coordinator KEY 11 and WPR 11; or dept. approval 2		Prerequisite/Corequisite	
BIO 46 Clinical Techniques BIO 38 BIO 21 and BIO 22 Corequisites: ENG 100, if required; and MTH 23.5 or 28.5, if required 2 and MTH 23.5 or 28.5, if required 3 LAW 45 Medical Law Corequisite: ENG 110, if required 3 NMT 78 EKG - Interpretation and Techniques 7 BIO 21 and BIO 22 and approval 2 Subtotal: SEMESTER IV Sophomore Prerequisite/Corequisite Flexible Core A-E: Select ONE additional course from Flexible Core A-E6 BIO 18 and BIO 22; or BIO 21 and BIO 22 and approval 3 DAT 10 or DAT 30 or DAT 33 or dept. approval NMT 79 Phlebotomy6 BIO 21 and BIO 22 and approval of program coordinator KEY 11 and WPR 11; or dept. approval	World ⁵	See catalog	3
□ DAT 33 Microcomputer Applications Corequisites: ENG 100, if required; and MTH 23.5 or 28.5, if required 2 □ LAW 45 Medical Law Corequisite: ENG 110, if required 3 □ NMT 78 EKG - Interpretation and Techniques ⁷ BIO 21 and BIO 22 and approval 2 Subtotal: 15 SEMESTER IV Sophomore Prerequisite/Corequisite □ Flexible Core A-E: Select ONE additional course from Flexible Core A-E ⁶ See catalog ⁶ 3 □ BIO 47 Clinical Techniques II BIO 18 and BIO 22; or BIO 21 and BIO 22; or BIO 11 2 □ COM 31 Business Communications ENG 100, 110, or 111 2 □ DAT 36 Microcomputer Spreadsheet Applications DAT 10 or DAT 30 or DAT 33 or dept. approval 3 □ NMT 79 Phlebotomy ⁶ BIO 21 and BIO 22 and approval of program coordinator 3 □ SEC 35 Medical Office Procedures and Management KEY 11 and WPR 11; or dept. approval 2	☐ Flexible Core A-E: Select ONE course from Flexible Core A-E ⁶	See catalog ⁶	3
DAT 33 Microcomputer Applications and MTH 23.5 or 28.5, if required 2 LAW 45 Medical Law Corequisite: ENG 110, if required 3 NMT 78 EKG - Interpretation and Techniques ⁷ BIO 21 and BIO 22 and approval 2 Subtotal: 15 SEMESTER IV Sophomore Prerequisite/Corequisite Flexible Core A-E: Select ONE additional course from Flexible Core A-E ⁶ See catalog ⁶ 3 BIO 47 Clinical Techniques II BIO 18 and BIO 22; or BIO 21 and BIO 22; or BIO 11 2 COM 31 Business Communications ENG 100, 110, or 111 2 DAT 36 Microcomputer Spreadsheet Applications DAT 10 or DAT 30 or DAT 33 or dept. approval 3 NMT 79 Phlebotomy ⁶ BIO 21 and BIO 22 and approval of program coordinator KEY 11 and WPR 11; or dept. approval 2	☐ BIO 46 Clinical Techniques		2
NMT 78 EKG - Interpretation and Techniques ⁷ BIO 21 and BIO 22 and approval 2 Subtotal: 15 SEMESTER IV Sophomore Prerequisite/Corequisite □ Flexible Core A-E: Select ONE additional course from Flexible Core A-E ⁶ See catalog ⁶ 3 □ BIO 47 Clinical Techniques II BIO 18 and BIO 22; or BIO 21 and BIO 22; or BIO 11 2 □ COM 31 Business Communications ENG 100, 110, or 111 2 □ DAT 36 Microcomputer Spreadsheet Applications DAT 10 or DAT 30 or DAT 30 or dept. approval 3 □ NMT 79 Phlebotomy ⁶ BIO 21 and BIO 22 and approval of program coordinator 3 □ SEC 35 Medical Office Procedures and Management KEY 11 and WPR 11; or dept. approval 2	☐ DAT 33 Microcomputer Applications		2
Subtotal: 15 SEMESTER IV Sophomore Prerequisite/Corequisite Flexible Core A-E: Select ONE additional course from Flexible Core A-E ⁶ See catalog ⁶ 3 BIO 47 Clinical Techniques II BIO 18 and BIO 22; or BIO 21 and BIO 22; or BIO 11 2 COM 31 Business Communications ENG 100, 110, or 111 2 DAT 36 Microcomputer Spreadsheet Applications DAT 10 or DAT 30 or DAT 33 or dept. approval 3 NMT 79 Phlebotomy ⁶ BIO 21 and BIO 22 and approval of program coordinator 3 SEC 35 Medical Office Procedures and Management KEY 11 and WPR 11; or dept. approval 2	☐ LAW 45 Medical Law	Corequisite: ENG 110, if required	3
SEMESTER IV Sophomore Prerequisite/Corequisite Flexible Core A-E: Select ONE additional course from Flexible Core A-E ⁶ See catalog ⁶ 3 BIO 47 Clinical Techniques II BIO 18 and BIO 22; or BIO 21 and BIO 22; or BIO 11 2 COM 31 Business Communications ENG 100, 110, or 111 2 DAT 36 Microcomputer Spreadsheet Applications DAT 10 or DAT 30 or DAT 33 or dept. approval 3 NMT 79 Phlebotomy ⁶ BIO 21 and BIO 22 and approval of program coordinator 3 SEC 35 Medical Office Procedures and Management KEY 11 and WPR 11; or dept. approval 2	☐ NMT 78 EKG - Interpretation and Techniques ⁷	BIO 21 and BIO 22 and approval	2
☐ Flexible Core A-E: Select ONE additional course from Flexible Core A-E ⁶ See catalog ⁶ 3 ☐ BIO 47 Clinical Techniques II BIO 18 and BIO 22; or BIO 21 and BIO 22; or BIO 11 2 ☐ COM 31 Business Communications ENG 100, 110, or 111 2 ☐ DAT 36 Microcomputer Spreadsheet Applications DAT 10 or DAT 30 or DAT 33 or dept. approval 3 ☐ NMT 79 Phlebotomy ⁶ BIO 21 and BIO 22 and approval of program coordinator 3 ☐ SEC 35 Medical Office Procedures and Management KEY 11 and WPR 11; or dept. approval 2	Subtotal:		15
BIO 47 Clinical Techniques II COM 31 Business Communications ENG 100, 110, or 111 2 DAT 36 Microcomputer Spreadsheet Applications DAT 10 or DAT 30 or DAT 33 or dept. approval BIO 22 and approval of program coordinator SEC 35 Medical Office Procedures and Management BIO 18 and BIO 22; or BIO 21 and BIO 21 and BIO 22 and approval of program coordinator KEY 11 and WPR 11; or dept. approval	SEMESTER IV Sophomore	Prerequisite/Corequisite	
BIO 22; or BIO 11 COM 31 Business Communications ENG 100, 110, or 111 2 DAT 36 Microcomputer Spreadsheet Applications DAT 10 or DAT 30 or DAT 33 or dept. approval BIO 21 and BIO 22 and approval of program coordinator KEY 11 and WPR 11; or dept. approval SEC 35 Medical Office Procedures and Management BIO 22; or BIO 11 2 DAT 10 or DAT 30 or DAT 33 or dept. approval 3 Comparison of the program coordinator of program coordinator KEY 11 and WPR 11; or dept. approval	☐ Flexible Core A-E: Select ONE additional course from Flexible Core A-E ⁶	See catalog ⁶	3
DAT 36 Microcomputer Spreadsheet Applications DAT 10 or DAT 30 or DAT 33 or dept. approval BIO 21 and BIO 22 and approval of program coordinator SEC 35 Medical Office Procedures and Management DAT 10 or DAT 30 or DAT 33 or dept. approval SEC 35 Medical Office Procedures and Management DAT 10 or DAT 30 or DAT 33 or dept. approval	☐ BIO 47 Clinical Techniques II		2
□ NMT 79 Phlebotomy ⁶ □ SEC 35 Medical Office Procedures and Management approval BIO 21 and BIO 22 and approval of program coordinator KEY 11 and WPR 11; or dept. approval	COM 31 Business Communications		2
SEC 35 Medical Office Procedures and Management program coordinator KEY 11 and WPR 11; or dept. approval 2	☐ DAT 36 Microcomputer Spreadsheet Applications	approval	3
approval	□ NMT 79 Phlebotomy ⁶	program coordinator	3
Subtotal: 15	SEC 35 Medical Office Procedures and Management		2
	Subtotal:		15

TOTAL: 60