# MATC 2620L - Advanced Clinical Procedures Lab

## Fall 2026 Syllabus, Section 01, CRN 43224,

Credit hours: 1

## Instructor

**Tracy Miller**

Email: tmiller10@ysu.edu

## Public Instructor Information

Instructor Title:Tracy Miller, MHA, CMA (AAMA)
Instructor Professional Qualifications:

Master's (MHA), Health Administration, Ohio University, 2015
Bachelor's (BS), Business Management, Franciscan University of Steubenville, 2005
Associate (AA), General Studies, Franciscan University of Steubenville, 2003

Certificate, Medical Assisting, Jefferson Community College, 1995

Instructor Office Location: Cushwa Hall 1106
Instructor Office Phone:330-941-3327

## Course Description

2620L. Advanced Clinical Procedures Lab. Laboratory experiences in minor surgical and specialized examination techniques, preparation and administration of medication, electrocardiograms, physical therapy, and x-ray procedure. Concurrent with MATC 2620. Three hours of lab per week. Coreq.: MATC 2620. 1 s.h.

## Course Readings

| Group | Title | Author | ISBN |
|---|---|---|---|
| Required | Medical Assisting: Administrative and Clinical Procedures | | |

The course readings are subject to change in the event of extenuating circumstances, research developments, current events, and/or to ensure better learning.

## Schedule of Topics and Assignments

| Week of | Reading(s) | Proposed Topic | Due/To Prepare for Class |
|---|---|---|---|
| 10/19 | Chapter 39<br>Chapter 40 | Assisting with Urinary and Reproductive Specialties<br>Assisting with Pediatrics | |
| 10/26 | Chapter 41<br>Chapter 42 | Assisting with Geriatrics<br>Assisting with Other Specialties | |
| 11/2 | Chapter 43<br>Chapter 44 | Assisting with Eye and Ear Care<br>Assisting with Minor Surgery | |
| 11/9 | Chapter 49<br>Chapter 50 | Electrocardiography and Pulmonary Function Testing<br>Diagnostic Imaging | |
| 11/16 | Chapter 51<br>Chapter 52 | Principles of Pharmacology<br>Dosage Calculations | |

| | | |
|---|---|---|
| 11/23 | Chapter 53 | Medication Administration |
| | Chapter 54 | Physical Therapy and Rehabilitation |
| 11/30 | Chapter 55 | Nutrition and Health |

The course schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances, by mutual agreement, and/or to ensure better learning.