

# TECHNICAL COLLEGE SYSTEM OF GEORGIA

ACADEMIC AFFAIRS DIVISION – OFFICE OF TECHNICAL EDUCATION

## INFORMATION TICKET

Date: 5/11/2021

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Process	Action Required
<input checked="" type="checkbox"/> Curriculum Revision	<input type="checkbox"/> Notify Appropriate Personnel
<input checked="" type="checkbox"/> Course Revision	<input type="checkbox"/> Submit Vote
<input type="checkbox"/> Probe Notice	Submit Vote by: [Date]
<input type="checkbox"/> Probe Feedback	<input type="checkbox"/> Notify Faculty and Administration
<input type="checkbox"/> Probe Outcome	<input checked="" type="checkbox"/> Information Only
<input type="checkbox"/> Other	

**PAS Group Title/PAS Code: Medical Assisting/0830**  
**Dental Assisting/0430**

Program Standard Title/Major Code(s) and/or Course Standard Title/Course Code(s):	
Dental Office Assistant/DFA1	Medical Office Procedures/MAST 1060
Dental Office Aide/DF11	
Health Care Management/HC23	
Medical Administrative Assistant/MH71	
Dental Assisting /DA12	
Medical Assisting Receptionist/MAR1	
Medical Front Office Specialist/MJ71	

### TICKET INFORMATION:

The Medical Assisting IFCC met on October 8<sup>th</sup> and November 16<sup>th</sup>, 2020, to update the MAST courses to align with the Medical Assisting Education Board (MAERB) standards. The revisions within the courses resulted in creating the 2021 versions of the MAST classes due to removing outdated vocabulary used within the competencies and learning outcomes.

This information ticket is to inform colleges that the 2016 version of the MAST 1060: Medical Office Procedures course has been replaced with the 2021 version within the following programs,

### Programs Containing Selected Course MAST 1060

Major Code	Program Name	PAS Code	Credit Hrs	Program Version	Standard or Institutional
DFA1	Dental Office Assistant	0430	24	201712	Wiregrass GA
DF11	Dental Office Aide	0430	15	201812	Wiregrass GA
HC23	Health Care Management	0830	60	201512	Standard
MH71	Medical Administrative Assistant	0830	18	201714	Lanier
DA12	Dental Assisting	0430	55	201512	Standard
MAR1	Medical Assisting Receptionist	0830	11	201714	Central GA
MJ71	Medical Front Office Specilaist	0830	21	202112	GA Northwestern

In detail, the HC23 & DA12 programs are standard programs that have the MAST 1060 course listed as an “or” option or “specialization” option. The DFA1, DF11, MH71, MAR1 & MJ71 are institutionally developed programs, with the MAST 1060 course listed as a required course for completion. Overall, the 2021 version of the MAST 1060 course did not impact the total credit or contact hrs of any of the programs listed, and the hrs remained as is.