

# 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**

### Program Standard Title/Major Code(s) and/or Course Standard Title/Course Code(s):

Medical Administrative Assistant/MH71  
Medical Front Office Specialist/MJ71  
Health Care Management/HC23

Administrative Practice Management/MAST 1110

### 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 Review 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 The revisions within the courses resulted in creating the 2021 versions of the MAST classes due to removing outdated vocabulary used within the competencies and learning outcomes.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 1110: Administrative Practice Management course has been replaced with the 2021 version within the following programs,

## Programs Containing Selected Course MAST 1110

Major Code	Program Name	PAS Code	Credit Hrs	Program Version	Standard or Institutional
MH71	Medical Administrative Assistant	0830	18	201714	Lanier
HC23	Health Care Management	0830	60	201512	Standard
MJ71	Medical Front Office Specilaist	0830	21	202112	GA Northwestern

In detail, the HC23 program is a standard program with the MAST 1110 course listed as a “specialization” option. The MH71 & MJ71 programs are institutionally developed programs, with the MAST 1100 course listed as a required course for completion. Overall, the 2021 version of the MAST 1110 course did not impact the total credit or contact hrs of any of the programs listed, and the hrs remained as is.