Allied Health

College of Rural Alaska
Rural Health Programs
www.uaf.edu/crahealth/
(907) 474-5264
Tanana Valley Campus
(907) 455-2822
www.tvc.uaf.edu/programs/info/hlth-info.html

Certificate; A.A.S. Degree

Minimum Requirements for Certificate: 30-38 credits;
for Degree: 60-62 credits

The certificates and degrees in allied health provide students with the knowledge and technical skills for employment in health care. In the Fairbanks area, the job market is especially favorable for medical and dental assistants. The certificates are designed to permit early employment options while completing the final portion of an A.A.S. degree.

Certificates offered include dental assistant, health care reimbursement, medical/dental reception and phlebotomy. A.A.S. degrees offered include dental assistant and medical assistant. A one-semester, non-transcripted nurse aide course sequence is also offered.

The medical assistant A.A.S. degree incorporates the medical/dental reception certificate and prepares students for employment in ambulatory care settings. Students receive education in the theory and skills for both office work and clinical care. The UAF medical assistant A.A.S. degree program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), on recommendation of the Curriculum Review Board of the American Association of Medical Assistants Endowment (AAMAE).

The dental assistant certificate and A.A.S. degree program prepares students to become skilled members of the dental health care team. Assistants greatly increase the efficiency of the dentist in the delivery of oral health and are valuable members of the dental profession. Upon completion of the course work, students are eligible to take the Dental Assisting National Board (DANB) examination components for radiology and infection control. After 600 hours or six months employment in a dental office, they will be eligible to take the general chairside component of the examination and become Certified Dental Assistants. Prerequisites are graduation from high school or equivalent (GED) and completion of a dental assisting application form. Applications and information can be obtained from P.O. Box 758120, Fairbanks, AK 99775-8120, or (907) 455-2800.

A student who earns the certificate in phlebotomy will satisfy the training requirement to take the American Society of Clinical Pathologist (ASCP) national certification examination for phlebotomy technician.

The health care reimbursement certificate program prepares students for employment as medical billers and coders in medical offices, clinics, hospitals and other medical facilities. Students in the program learn analysis of medical records and the assigning of codes for indexing diagnoses and procedures to provide information for reimbursement purposes. The successful completion of this certificate prepares the student for national certification through the American Health Information Management Association (AHIMA) coding exam and the American Academy of Professional Coders exam.

The A.A.S. degrees in nursing and in radiologic technology are offered by the University of Alaska Anchorage at the Tanana Valley Campus in cooperation with the allied health department. Graduates of the nursing program are prepared to use the nursing process to provide effective nursing services to individuals receiving care in inpatient settings and in structured outpatient settings. The academic program provides students with a closely related mix of theory and clinical practice; students gain experience in hospitals, nursing homes, clinics and community agencies. Graduates of this A.A.S. degree are eligible to take the NCLEX examination that grants professional licensure to practice nursing at the Registered Nurse level. Information can be obtained from the allied health department or by calling (907) 455-2800.

The curriculum of the radiologic technology program is designed to meet the accreditation standards of the Joint Review Committee on Education in Radiologic Technology (JRCERT). Course work for the degree is delivered through a combination of the traditional classroom setting, distance delivery and clinical experience. Upon completion of the program, students may apply to the American Registry of Radiologic Technologists (ARRT) for national certification. Information is available from the allied health department or by calling (907) 455-2800.

Certificates

Dental Assistant
Health Care Reimbursement
Medical Assistant
Medical/Dental Reception
Phlebotomy

A.A.S. Degrees

Dental Assistant
Medical Assistant

Dental Assistant—Certificate Program

1. Complete the general university requirements (page 76).

2. Complete the certificate requirements. (See page 78. As part of the certificate requirements, the communication, computation and human relations content is embedded in the major required courses for this program.)

3. Complete the following program (major) requirements:*
   HLTH 110—Professional Skills for the Workplace 2
   HLTH 122—First Aid and CPR 1
   HLTH 132—Administrative Procedures I 2
   HLTH 150—Dental Radiography 4
   HLTH 151—Dental Infection Control 2
   HLTH 152—Dental Materials and Applications............................. 4
   HLTH 153—Anatomy for Dental Assistants 3
   HLTH 234—Administrative Procedures II 4
   HLTH 251—Clinical Chairside I for Dental Assistants................... 4
   HLTH 252—Clinical Chairside II for Dental Assistants 4
   HLTH 253—Clinical Chairside III for Dental Assistants 4
   HLTH 254—Dental Assistant Practicum.. 4

4. Minimum credits required 38
   Student must earn a C grade or better.

Health Care Reimbursement—Certificate Program

1. Complete the general university requirements (page 76).

2. Complete the certificate requirements. (See page 78. As part of the certificate requirements, the communication and human relations content is embedded in the major required courses for this program.)
   a. Complete the following computation requirement:
      HLTH 116—Mathematics in Healthcare 3

3. Complete the following:*
   CIOS 150—Computer Business Applications 3
   CIOS 260—Business Communications... 3
   HLTH 110—Professional Skills for the Workplace 2
   HLTH 132—Administrative Procedures I 2
   HLTH 208—Human Diseases... 3
   HLTH 234—Administrative Procedures II 4
   HLTH 235—Medical Coding.. 4
   HLTH 236—Outpatient Health Care Reimbursement 3

4. Minimum credits required 30

   Student must earn a C grade or better.

Medical/Dental Reception—Certificate Program

1. Complete the general university requirements (page 76).

2. Complete the following certificate requirements:*
   a. Complete 3 credits from one of the following communication courses:
   CIOS 260—Business Communications (3)
      or ENGL 111X—Introduction to Academic Writing (3)...........3
   b. Complete 3 credits from one of the following computation courses:
   MATH at the 100-level or above (3)
      or HLTH 116—Mathematics in Health Care (3) 3
   c. Complete the following human relations course:
   HLTH 106—Human Behavior in Health Care................................3

3. Complete the following:*
   CIOS 150—Computer Business Applications (3)
      or CIOS elective at the 200-level (3) 3
   HLTH 100—Medical Terminology 3
   HLTH 110—Professional Skills for the Workplace 2
   HLTH 118—Medical Law and Ethics...2
   HLTH 122—First Aid and CPR 1
   HLTH 132—Administrative Procedures I 2
   HLTH 234—Administrative Procedures II 4
   HLTH 261—Reception Externship 2
   Approved HLTH, CIOS, ABUS, HSV, DEVS or COMM elective 2

4. Complete 1 of the following:
   a. A timed exam and demonstrate competence in typing at 45 WPM.
   b. CIOS 108—Keyboarding II/Intermediate Typewriting** 3

5. Minimum credits required 30-33

   Student must earn a C grade or better.
   **Student must earn a B grade or better.*

Medical Assistant—Certificate Program

1. Complete the general university requirements.

2. Complete the certificate requirements (As part of the certificate requirements, the communication computation and human relations content is embedded in the major required courses for this program.)

3. Complete the following program (major) requirements:*
   HLTH 100—Medical Terminology 3
   HLTH 114—Fundamentals of Anatomy and Physiology (4)
      or BIOL 100X—Human Biology (4) 4
   HLTH 116—Mathematics in Health Care (3)
      or MATH elective at the 100-level or above (3).......................3
   HLTH 118—Medical Law and Ethics 2
   HLTH 122—First Aid and CPR 1
   HLTH 132—Administrative Procedures I 2
   HLTH 142—Clinical Procedures I 4
   HLTH 234—Administrative Procedures II 4
   HLTH 244—Clinical Procedures II 4
   HLTH 247—Pharmacology 2
   HLTH 268—Medical Assisting Externship 4

4. Complete 1 of the following:
   a. A timed exam and demonstrate competence in typing at 45 WPM.
   b. CIOS 108--Keyboarding II/Intermediate Typewriting** 3 credits

5. Minimum credits required .... 33 or 36

   Student must earn a C grade or better.
   **Student must earn a B grade or better.*

Phlebotomy—Certificate Program

1. Complete the general university requirements (page 76).

2. Complete the following certificate requirements:*
   a. Complete 3 credits from one of the following communication courses:
   CIOS 260—Business Communications (3)
      or ENGL 111X—Introduction to Academic Writing (3)...........3
   b. Complete 3 credits from one of the following computation courses:
   MATH at the 100-level or above (3)
      or HLTH 116—Mathematics in Health Care (3) 3
   c. Complete one of the following human relations courses:
   ANTH/SOC 100X—Individual, Society and Culture (3)
      or ABUS 154—Human Relations (3)
      or HLTH 106—Behaviors in Health Care (3) 3

3. Complete the following:*
   CIOS 150—Computer Business Applications (3)
      or appropriate CIOS elective (3)..3
   HLTH 100—Medical Terminology 3
   HLTH 114—Fundamentals of Anatomy and Physiology 4
   HLTH 118—Medical Law and Ethics...2
   HLTH 122—First Aid and CPR 1
   HLTH 245—Phlebotomy Principles and Methods.........................3
   HLTH 265—Phlebotomy Externship 3
   Approved HLTH, CIOS, ABUS, HSV, DEVS or COMM elective 2

4. Complete 1 of the following:
   a. A timed exam and demonstrate competence in typing at 35 WPM.
   b. CIOS 106—Keyboarding I/Beginning Typewriting**................3

5. Minimum credits required 30-33

   Student must earn a C grade or better.
   **Student must earn a B grade or better.*

Dental Assistant—A.A.S. Degree

1. Complete the general university requirements (page 76).

2. Complete the A.A.S. degree requirements (page 79).

3. Complete the following program (major) requirements:*
   HLTH 110—Professional Skills for the Workplace 2
   HLTH 114—Fundamentals of Anatomy and Physiology 4
   HLTH 122—First Aid and CPR 1
   HLTH 132—Administrative Procedures I 2
   HLTH 150—Dental Radiography 4
   HLTH 151—Dental Infection Control 2
   HLTH 152—Dental Materials and Applications.............................4
   HLTH 153—Anatomy for Dental Assistants 3
   HLTH 203—Science of Nutrition...3
   HLTH 234—Administrative Procedures II 4
   HLTH 247—Introduction to Pharmacology..................................2
   HLTH 251—Clinical Chairside I for Dental Assistants...................4
   HLTH 252—Clinical Chairside II for Dental Assistants 4
   HLTH 253—Clinical Chairside III for Dental Assistants 4
   HLTH 254—Dental Assistant Practicum.......................................4

4. Minimum credits required 62

   Student must earn a C grade or better.

UNIVERSITY OF ALASKA FAIRBANKS
Office of Admissions and the Registrar • P.O. Box 757480 • Fairbanks, AK 99775-7480 • admissions@uaf.edu • www.uaf.edu
UA is an AA/EO employer and educational institution and prohibits illegal discrimination against any individual: www.alaska.edu/titleIXcompliance/nondiscrimination.

Medical Assistant—A.A.S. Degree

1. Complete the general university requirements (page 76).

2. Complete the A.A.S. degree requirements* (page 79).

3. Complete the following program (major) requirements:*
   CIOS 150—Computer Business Applications (3)
       or appropriate CIOS elective (3) 3
   CIOS 208—Medical Machine Transcription 2
   HLTH 100—Medical Terminology 3
   HLTH 110—Professional Skills for the Workplace 2
   HLTH 114—Fundamentals of Anatomy and Physiology (4)
       or BIOL 100X —Human Biology (4) 4
   HLTH 116—Mathematics in Health Care (3)
       or MATH elective at the 100-level or above (3) 3
   HLTH 118—Medical Law and Ethics 2
   HLTH 122—First Aid and CPR 1
   HLTH 132—Administrative Procedures I 2
   HLTH 142—Clinical Procedures I 4
   HLTH 234—Administrative Procedures II 4
   HLTH 244—Clinical Procedures II 4
   HLTH 247—Introduction to Pharmacology 2
   HLTH 268—Medical Assisting Externship 4
   Approved HLTH, CIOS, ABUS, HSV, DEVS or COMM elective 5

4. Complete 1 of the following:
   a. A timed exam and demonstrate competence in typing at 45 WPM.
   b. CIOS 108—Keyboarding II/Intermediate Typewriting** 3

5. Minimum credits required 60

   Student must earn a C grade or better.

   **Student must earn a B grade or better.*

   Note: Page numbers refer to the UAF 2005-2006 academic catalog, which can be viewed online at www.uaf.edu/catalog/.

U N I V E R S I T Y   O F   A L A S K A   F A I R B A N K S
Office of Admissions and the Registrar • P.O. Box 757480 • Fairbanks, AK 99775-7480 • admissions@uaf.edu • www.uaf.edu
UA is an AA/EO employer and educational institution and prohibits illegal discrimination against any individual: www.alaska.edu/titleIXcompliance/nondiscrimination.