

UNIVERSITY OF ALASKA FAIRBANKS
Student Learning Outcomes Assessment Plan
Medical Assisting AAS Degree Program
 UAF Community and Technical College
 Date May 9, 2018

Expanded Statement of Institutional Purpose	Intended Objectives/Outcomes	Assessment Criteria and Procedures	Implementation (what, when, who)
<p>MISSION STATEMENT: UAF CTC mission is: “Alaska’s quality choice for workforce development, academic preparation, lifelong learning and building community”.</p> <p>The Allied Health Mission is: “To provide academic, clinical, administrative, and professional skills that will prepare graduates for employment in entry level positions in the health care field. This will afford the student the opportunity to obtain the credentials to advance in their field.”</p> <p>GOAL STATEMENT: To provide the student with the cognitive (knowledge) psychomotor (skills) and affective (behavior) job skills required for entry level employment as a medical assistant in a physician’s office or ambulatory care center</p>	<p>Knowledge and Mastery of Competencies</p> <p>HTLH F 132 and F234 Administrative Procedures I & II HTLH F142 and F244: Clinical Procedures I & II Students will pass 100% of the skills (competencies) with an 80% or above</p> <p>100% of the skills (competencies) will be taught, assessed and passed by the students with an 80% or above received as required by the Medical Assisting Education Review Board.</p>	<p>.</p> <p>Skills are identified on course; skills are demonstrated, practiced and assessed by the instructor.</p> <p>Final test of skills by instructor includes evaluation and documentation on checklist, in each of the following subject areas: written and oral communication, and demonstration of each step in all competencies (skills).</p>	<p>Instructors observe and record assessment on a competency specific checklist for each competency for every student in the courses.</p> <p>Instructors observe demonstrations of competencies, record on checklist, review results, and implement changes as needed. If any student receives less than 80% on competency, student can practice and re-test. If remains less than 80%, MA Program Director will be notified with possible recommendation to withdraw student.</p>
	<p>Additional knowledge for the MA AAS student:</p> <p>HTLH F 208 Human Disease HTLH F 130 Medical Office Technology or CIOS 150 Computer Business Applications</p>	<p>Final exam will be reviewed and data analyzed by instructor.</p>	<p>Instructors identify areas of weakness and implement the necessary curriculum changes.</p>

<p>Provide an environment conducive to learning not only the didactic knowledge but also the psychomotor skills necessary to sit for and pass the National Medical Assisting examination and find employment in the healthcare field.</p>	<p>Program Evaluation:</p> <p>Graduates will sit for and pass the National Certification Examination for Medical Assistants. Students will be encouraged to continue their education and complete their MA AAS degree.</p>	<p>80% or students taking the National Certification Examination for Medical Assistants pass the examination. 80% of the graduates who complete the MA Certificate will continue classes to complete the AAS degree.</p>	<p>The Allied Health Administrative Assistant will check the web sites to verify the pass rates for the MAC and MA AAS students and compare degrees awarded. Data will be reviewed and analyzed by MA Program Director. Program changes implemented if needed.</p>
<p>Industry Partners who hire UAF CTC graduates are satisfied with the skills and knowledge the graduate possess after graduating from the UAF CTC Medical Assisting program</p>	<p>Fairbanks outpatient healthcare facilities will support the Medical Assisting AAS Degree program by providing externship sites in their offices/clinics.</p>	<p>Employer surveys will be sent to those sites graduates have documented employment</p>	<p>Surveys will be reviewed for employer satisfaction, follow up calls made if needed and discussion held with Medical Assisting Faculty if curriculum changes are needed.</p>

Submitted by: Cathy Winfree