

UNIVERSITY OF ALASKA FAIRBANKS
Student Learning Outcomes Assessment Plan
Medical Assisting Certificate

UAF Community and Technical College

May 9, 2018 for the Annual Program Review and SLOA for 2016-17 and 17-18 to date

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”. 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 healthcare field. This will afford the student the opportunity to obtain the credentials to advance in their field.” 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>MA 144 Administrative Procedures I & II MA F142 and F244: Clinical Procedures I & II Students will pass 100% of the skills (competencies) with an 85% or above</p> <p>100% of the skills (competencies) will be taught, assessed and evaluated by the instructors. Students will pass 100% of the competencies with an 85% or above as required by the Medical Assisting Education Review Board.</p> <p>Students who complete a Medical Assisting Certificate will possess the skills and knowledge to gain employment in a healthcare provider’s office or ambulatory care center.</p>	<p>Skills are identified on course schedule; 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>Graduate survey completed with the following areas addressed: Cognitive skills Psychomotor skills Affective skills Rated on a scale of 1 to 5(High)</p>	<p>Instructors observe and record assessment on a competency specific checklist for each competency for every student in the four courses.</p> <p>Instructors observe demonstration of competencies, record on checklist, review results, and implement changes as needed. If any student receives less than 85% on competency, Student can practice and re-test. If remains less than 85%, MA Program Director will be notified with possible recommendation to withdraw student.</p> <p>Graduate and Employer surveys conducted in August and March by the Allied Health Administrative Assistant. The survey will evaluate for any areas of weakness (less than a 3). Faculty will analyze the results of the survey and recommend appropriate curriculum changes as needed to the Medical Assisting Program Director.</p>
	<p>Program Evaluation: Graduates will sit for and pass the National Certification Examination for Medical Assistants.</p>	<p>80% of students taking the National Certification Examination for Medical Assistants pass the examination.</p>	<p>Pass rates will be updated annually by the Allied Health Faculty and Administrative Assistant and analyzed by the Medical Assisting Program Director. If less than the 80 %,</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>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>		50% of Students will apply for and sit for the National Certification Examination	<p>a review of the curriculum will be completed with MA faculty and changes identified and implemented.</p> <p>Certification Examination will be discussed and application information available to all students.</p>
	Identify a clear pathway for students to complete Medical Assisting Certificate in a timely manner.	80% of students in Fall 2017 cohort will complete by Summer 2018 and apply for graduation.	<p>All cohort students will be advised of remaining classes and educated on how to access Degree Works.</p> <p>MA Program Director will verify degree awarded in August 2017 and compute % of those awarded from the Fall 2018 cohort.</p> <p>Analyze data and implement changes as needed.</p>

Prepared and submitted by: Cathy Winfree
5/8/18