

Assessment, Improvement, Measurement (AIM) Report: 10/08/2013**Plan Year:** 2012-2013**Unit:** Medical Assisting & Phlebotomy**Coordinator(s):** Karman Wheeler, Martin Baxter, Kimberley Blair**Reviewer:** Martin Baxter

Objective or Outcome	Measure(s)				
	Measure Text	Achievement Target	Results	Achievement Target Result	Use of Findings/Next Steps
SLO 3 - Graduates will be able to recognize administration routes and sites, and administer medications prescribed by physicians.	1. Skill Rubric 2. Components on written exam related to administration routes and sites. .	1. Skill Rubric - 90% of students will score 75% or above on medication administration rubric. 2. Written exam/ 75% or higher on questions related to administration routes and sites.	More than 90% of students achieved this goal, scoring 75% or above on their first attempt. In addition (and based on suggestions from 2011-2012), the students improved their patient interview skills (asking patients about allergies) and worked on their tentativeness towards injections.	Met	To reach a full 100% achievement based upon medication administration we will increase hands on experiences in 2013-2014. This will include administration routes and sites, the administration of medications, and developing confidence in needle entry.
SLO 2 - Students will perform CMA clinical task, including fundamental procedures (e.g. sterilization techniques, quality control, dosage calculations, and practice standard precautions), specimen collection, diagnostic testing and patient care.	1. CMA (AAMA) National Exam 2. practicum evaluation on clinical components.	1. CMA - 90% of students will score a passing score on the clinical portion. 2. 3 or higher on a 1-5 scale. Practicum evaluation components related to fundamental procedures identified in this outcome.	1. 16 out 17 students passed the clinical component of the national exam. (94.1%) 2. All students received a three or higher on Practicum Evaluation. it is noted however, that clinical sites recommended more hands on related to diagnostic procedures.	Partially Met	Pending results for 2013. results should be in in August for class of 2013 More hands on experience for diagnostic procedures will be incorporated and evaluated in college lab.
SLO 1 - Graduates will be able to demonstrate administrative skills necessary for entry level medical assistants.	Skill Rubric on administrative procedures administered during fall 2012 Written examination administered related to administrative procedures. (focusing on front office and Electronic Medical Records)	Ninety percent of graduates will be able to demonstrate acceptable levels of entry level skills based on the administrative portion of the CMA (AAMA) National Certification Exam. the target level of achievement is 10% over the 2011-2012 score. 90% of graduates will achieve a target score of. (to be determined)	(90% of graduates will achieve a target score of 500 or better). About 88% of the graduating class of 2012 achieved this level and 12% not able to achieve entry level scores.	Partially Met	Continue to improve hands on techniques as well as more classroom activities to increase the knowledge of medical administration and Electronic Medical Record.