

**Assessment, Improvement, Measurement (AIM) Report: 12/08/2013****Plan Year:** 2013-2014**Unit:** Medical Assisting & Phlebotomy**Coordinator(s):** Karman Wheeler, Martin Baxter, Kimberley Blair**Reviewer:** Martin Baxter

Objective or Outcome	Measure(s)		
	Measure Text	Achievement Target	Assess Month
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 - All students will score score 100% on medication administration rubric. 2. Written exam/ 75% or higher on questions related to administration routes and sites.	December
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.	December
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)	December