
Docket Item: 4.3 CONSENT ITEM: Chemeketa Community College, Medical Assisting AAS

Summary:

Chemeketa Community College proposes a new Associate of Applied Science in Medical Assisting. Higher Education Coordinating Commission (HECC) staff completed a review of the proposed program. After analysis, HECC staff recommends approval of the certificate as proposed.

Staff Recommendation:

The HECC recommends the adoption of the following program: Chemeketa Community College AAS in Medical Assisting.

Recommended Motion:

Move to approve the following degree: Chemeketa Community College AAS in Medical Assisting.



Chemeketa Community College seeks the Oregon Higher Education Coordinating Commission's approval to offer an instructional program leading to an Associate of Applied Science in Medical Assisting.

Program Summary

The Medical Assisting program is designed to provide students with the necessary theoretical and practical skills to become competent and professional medical assistants. This program is suitable for those who have a passion for healthcare, a desire to help others, and a willingness to learn.

Throughout the program, students will learn about anatomy, physiology, medical terminology, pharmacology, and clinical procedures. They will also develop administrative skills such as medical billing, coding, and electronic health record management.

The curriculum includes classroom lectures, laboratory sessions, and clinical externships in various healthcare settings. Students will have the opportunity to work with physicians, nurses, and other healthcare professionals, gaining valuable real-world experience and networking opportunities.

Upon completion of the program, graduates will be eligible to take the national certification medical assisting and phlebotomy exam offered by the National Center for Competency Testing (NCCT).

With the increasing demand for healthcare services, the job for medical assistants is excellent. Graduates of this program can expect to find employment in various healthcare settings, including hospitals, clinics, physician offices, and long-term care facilities.

The Medical Assisting program is an excellent choice for those who are seeking a rewarding career in healthcare. With the right education and training, you can make a positive impact on the lives of others while enjoying a fulfilling and stable career.

1. *Describe the need for this program by providing clear evidence.*

Workforce data from Qualityinfo.org shows the need for this program. This field is growing faster than average and is projected to still grow for the next few years. Training cannot be provided without creating a new program because the audience for the AAS degree is for those students who want to go into management and will eventually be working on an BAS or BS degree.

The Medical Assisting program got input into the program from the Advisory Committee along with aligning the current certificate into a pathway for the BAS in Applied Leadership. Students who complete this program may be able to move into a managerial path in the workforce.

2. ***Does the community college utilize systemic methods for meaningful and ongoing involvement of the appropriate constituencies?***

Advisory Board members developed the curriculum using existing college courses. Constituents are providing relevant knowledge focused on industry needs and trends. They are also providing clinical placement opportunities and future employment options for graduating students.

Various Chemeketa stakeholders are helping the Medical Assisting program in shaping and implementing this program. These stakeholders include ESOL/ABE, Health Information Systems, BAS Dean, and Health Sciences Dean.

The National Center for Competency Testing is involved in the program design and resource sharing.

This Medical Assisting program will meet program needs by developing leaders within the healthcare sector. Also provide a pathway from certificate to master's programs.

3. ***Is the community college program aligned with appropriate education, workforce development, and economic development programs?***

Constituencies were instrumental in reviewing course descriptions and determining program course requirements, aiding in the development of a comprehensive program that will develop leaders within the healthcare sector. Both Health Management and Nursing could benefit students if the instruction and outcomes are aligned to this Medical Assisting program.

The Medical Assisting program meets education, workforce development, and economic development activities and priorities. This program supports Oregon's educational initiatives because there is a current need in the healthcare industry for managers to have developed leadership skills. This program provides fundamental leadership skills with a pathway to higher level education opportunities. The Medical Assisting program supports the larger context of workforce education needs by providing training for a growing field in the healthcare industry. These programs also align with state and national initiatives to increase access to healthcare and address the shortage of healthcare workers. By training medical assistants, these programs help to support the healthcare workforce and improve the overall quality of patient care.

While students can complete general education courses in high school, program courses will need to be completed at Chemeketa. Chemeketa does not have articulation with colleges for students who want to

continue on with Medical Assisting at the bachelor's level. However, students can apply for the Applied Leadership program at Chemeketa and work toward a BAS.

As a result of this program, students will be able to apply professional certifications:

1. Students will earn a nationally recognized National Certification in Medical Assisting.
2. Students will have the opportunity to take the Phlebotomy certification.

This program does accommodate employment opportunities for students through the attainment of a certificate in Medical Assisting that will allow students to work in less than a year.

4. ***Does the community college program lead to student achievement of academic and technical knowledge, skills, and related proficiencies?***

This Medical Assisting program is designed to meet the need stated in Standard A.

Each course that makes up the Medical Assisting program has outcomes that leads to the outcomes for the program. Every program at Chemeketa has a plan in place to measure program outcomes for continual improvement.

The course outcomes for the courses that make up the program include:

MED124: Medical Assisting Basic Procedures (3 credits)

- Describe requirements and job opportunities for the medical assistant and how critical thinking impacts their job.
- Measure and record vital signs.
- Prepare a patient for numerous medical examinations.
- Assist the physician with various medical examinations and diagnostic/surgical procedures.
- Apply principles of medical and surgical asepsis to clean and sterile procedures, and to sterilizing instruments and supplies.
- Describe the general principles of disease transmission and management.
- Utilize the universal precaution system, as well as OSHA Blood-borne pathogen standards
- Apply principles of quality assurance to equipment and supplies.
- Identify common medical instruments by name and usual function.
- Describe and conduct patient teaching specific to routine physical examinations, specialty exams and diagnostic procedures.
- Identify the legal and ethical implications of their actions in this role as medical assistant.

MED125: Medical Office Assisting Advanced Procedures (5 credits)

- Prepare a patient for an electrocardiogram and record a 12-lead ECG tracing.
- Perform common laboratory tests and procedures on urine, stool, blood, and throat swab specimens.
- Collect and handle patient specimens in a safe manner, utilizing OSHA and laboratory standards.
- Describe and apply principles of quality assurance to laboratory equipment, supplies, and tests.

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- Use industry standard procedures for administration of oral and parenteral medications.
- Calculate the correct dosage for drug administration using one or two systems of measurement.
- Use industry standard procedures for obtaining a blood sample from a patient by venipuncture and by capillary puncture.
- Discuss principles of normal nutrition.
- Perform the procedures of aseptic and sterile techniques in regards to assisting with medical and surgical procedures.
- Explain the various special x-ray diagnostic procedures.
- Describe the effects of heat and cold on the body and why they are important treatment modalities.
- Explain the importance of physical therapy in the treatment of physical disabilities.
- Perform respiratory testing procedures.
- Identify the legal and ethical responsibilities of their actions as a medical office assistant.

MED130: Medical Assisting Practicum (5 credits)

- Use communication skills and work as a team member while functioning as a medical assistant.
- Perform medical assisting skills at an entry level.
- Prioritize tasks in a healthcare setting.

MED131: Medical Assisting Seminar (1 credit)

- Identify various management structures appropriate to a healthcare setting.
- Explain the role of a medical assistant as an employee.
- Describe how the worksite experience relates to theoretical course content.
- Discuss how the worksite experience relates to meeting career goals.
- Use preparation to take the NCCT Certification exam.

MED132: Medical Assisting Clinical Practice (11 credits)

- Assist a physician with basic medical procedures.
- Practice medical assisting skills at an entry level.
- Use communication skills and work as a team member while functioning in a work setting.

Students completing the Medical Assisting AAS degree should be able to:

- Perform basic clinical assessments and minor treatments.
- Accurately record patient history and related information.
- Apply current technology associated with health care systems that are the standard of practice in outpatient clinics, health departments, and medical practices.
- Use specific skills related to the scope of practice for a medical assistant such as injections, phlebotomy, and other diagnostic testing, in order to maintain and upgrade the delivery of health care.
- Comply with the professional ethics policies and procedures related to medical and legal matters, including confidentiality, medical records management, release of information, patient rights, workplace rights, and informal consents in health care facilities.
- Receive BLS Provider CPR Certification

Program outcomes are evaluated by looking at program data, observations of student performance, and national certification results.

As part of the curriculum career services provides training on resume, interview techniques, job search skills, time management, study skills, and industry connections.

Students will need to complete a 240-hour clinical practicum.

Program improvement is something that is omnipresent in Chemeketa's program by using the annual Unit Plan for continuous improvement along with Advisory Committee input.

Academic rigor is addressed through curriculum design. In addition, the Medical Assisting program identifies industry standards, along with Advisory Committee recommendations. Chemeketa hires faculty that are highly qualified and provides opportunities for continuing education.

This Medical Assisting program is not appropriate for working adults, especially for completing the practicum.

5. ***Does the community college identify and have the resources to develop, implement, and sustain the program?***

This Medical Assisting program will have an impact on current school programs and budgets by:

1. Will increase enrollment in general education and Health Information Systems. This program does not negatively impact the college budget.
2. No new classes were created to build this degree. Other established courses were used in the design of the program.

This program has a student to teacher ratio of 15:1. Course fees will support the cost of instruction. Furthermore, this program will not need additional facilities, tools, supplies, and staffing.

Students may be able to obtain employer tuition reimbursement and student access to industry partners.

The adequacy and availability of library and information resources at the college are well-established, with a robust library and a range of tutoring resources available to students. These resources are designed to support student success by providing access to research materials, academic support services, and technology resources, all of which are crucial for student learning and achievement.

Students will have clinical experiences as well as practical application for working adults.

Assurances

Chemeketa Community College has met or will meet the four institutional assurances required for program application.

1. **Access.** The college and program will affirmatively provide access, accommodations, flexibility, and additional/supplemental services for special populations and protected classes of students.

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2. *Continuous Improvement.* The college has assessment, evaluation, feedback, and continuous improvement processes or systems in place. For the proposed program, there will be opportunities for input from and concerning the instructor(s), students, employers, and other partners/stakeholders. Program need and labor market information will be periodically re-evaluated and changes will be requested as needed.
3. *Adverse impact and detrimental duplication.* The college will follow all current laws, rules, and procedures and has made good faith efforts to avoid or resolve adverse *intersegmental* and *intrasegmental* impact and detrimental duplication problems with other relevant programs or institutions.
4. *Program records maintenance and congruence.* The college acknowledges that the records concerning the program title, curriculum, CIP code, credit hours, etc. maintained by the Office are the official records and it is the college's responsibility to keep their records aligned with those of the Office. The college will not make changes to the program without informing and/or receiving approval from the Office.