

**MEDICAL ASSISTING – CERTIFICATE (accredited)
PROGRAM GOALS**

- Goal 1: “To prepare competent entry-level Medical Assistants in the cognitive (knowledge), Psychomotor (skills), and affective (behavior) learning domains.” (CAAHEP.org, 2015).
- Goal 2: To at least annually, assess the appropriateness and effectiveness of program resources (e.g., Resource Matrix) related to faculty, clerical and resource staff, curriculum, finances, offices, classrooms, laboratory and ancillary facilities, clinical affiliates, equipment, supplies, computer resources, instructor reference materials, and faculty/staff continuing education.
- Goal 3: To ensure a curriculum where students progress through the program in a logical sequence of classroom, laboratory, and clinical instruction to achieve program goals.
- Goal 4: To create shared interdisciplinary learning experiences for students with an emphasis on ethical, moral, and diversity issues.
- Goal 5: To emphasize a holistic approach in the management of client/patient care.
- Goal 6: To form linkages with professional organizations that will accept students as members.
- Goal 7: To provide experiences for students that create opportunities for communication among other health care providers, and the community.
- Goal 8: To maintain a diverse advisory board by identifying within the community, the internal and external stakeholders, including students, graduates, faculty, administration, employers, physicians, and public members
- Goal 9: Maintain Clinical and Administrative Quality Review Committees to conduct, at Least bi-annually, analysis of program quality, program resources, courses, curriculum, and outcomes measures.
- Goal 10: To establish, maintain and nurture relationships with clinical sites and preceptors that provide for a variety of quality experiential learning opportunities, and entry-level employment opportunities.
- Goal 11: To identify current industry and community needs both in academic, clinical practice and cultural contexts.

- Goal 12: Ensure the content and competencies included in the program's curriculum meet or exceed those states in the CAAHEP Curriculum Standards and Guidelines.
- Goal 13: Provide students with an unpaid, supervised practicum of 160 hours in an ambulatory healthcare setting.
- Goal 14: Ensure students have mastered and demonstrated the knowledge, skills, and behaviors of the CAAHEP MAERB Core Curriculum in performing clinical and administrative competencies prior to graduation.
- Goal 15: Ensure that the practicum experience and instruction of students is meaningful and parallel in content and concepts with the material presented in lecture and laboratory sessions.
- Goal 16: Ensure practicum sites and affiliates provide a variety of student experiences.
- Goal 17: The practicum will conduct, at minimum, one onsite visit during the student's assigned 160-hour practicum time, but will maintain communication with the student (weekly) and preceptor (as needed) throughout the practicum.
- Goal 18: Prepare students for national certification and/or credentials.
- Goal 19: Conduct ongoing evaluation and assessment to ensure Equity, Diversity, and Inclusion (EDI) is in all courses and the program