

Washtenaw Community College Comprehensive Report

CMC 299 Practicum for Medical Assistants Effective Term: Spring/Summer 2015

Course Cover

Division: Math, Science and Health

Department: Allied Health

Discipline: Clinical Medical Certification

Course Number: 299

Org Number: 15900

Full Course Title: Practicum for Medical Assistants

Transcript Title: Practicum for Med Assistant

Is Consultation with other department(s) required: No

Publish in the Following: College Catalog , Time Schedule , Web Page

Reason for Submission: Course Change

Change Information:

Distribution of contact hours

Pre-requisite, co-requisite, or enrollment restrictions

Outcomes/Assessment

Rationale: Please adjust the total practicum hours to 160 hours.

Proposed Start Semester: Spring/Summer 2015

Course Description: This is a 160-hour unpaid supervised practicum with a licensed healthcare practitioner. Procedures will be performed in a medical office, clinic, or other ambulatory healthcare setting. Each student will demonstrate knowledge and skills of the academic subject required for competence in the profession. The title of this course was previously Practicum.

Course Credit Hours

Variable hours: No

Credits: 2

Lecture Hours: Instructor: 0 Student: 0

Lab: Instructor: 0 Student: 0

Clinical: Instructor: 160 Student: 160

Total Contact Hours: Instructor: 160 Student: 160

Repeatable for Credit: NO

Grading Methods: Letter Grades

Audit

Are lectures, labs, or clinicals offered as separate sections?: NO (same sections)

College-Level Reading and Writing

College-level Reading & Writing

College-Level Math

Level 3

Requisites

Corequisite

CMC 290

and

Prerequisite

Admission to the Medical Assisting program.

and

Prerequisite

BOS 185 minimum grade "C+"

and

Prerequisite

CMC 228 minimum grade "C+"

and

Prerequisite

CMC 230 minimum grade "C+"

and

Prerequisite

MTH 167 minimum grade "C+"

and

Prerequisite

PHL 244 minimum grade "C+"

General Education

Request Course Transfer

Proposed For:

Student Learning Outcomes

1. Apply professional ethics and practices in all areas of the medical facility.

Assessment 1

Assessment Tool: Practicum Evaluation of Student Form

Assessment Date: Spring/Summer 2017

Assessment Cycle: Every Three Years

Course section(s)/other population: All Sections

Number students to be assessed: All Students

How the assessment will be scored: Task Check Sheet scoring 1-5 for tasks

Standard of success to be used for this assessment: 100% of students must earn a score of 3 out of 5 or higher on all tasks recorded.

Who will score and analyze the data: Departmental Faculty

Assessment 2

Assessment Tool: Employer survey of student knowledge and skills

Assessment Date: Spring/Summer 2017

Assessment Cycle: Every Three Years

Course section(s)/other population: All Sections

Number students to be assessed: All Students

How the assessment will be scored: Task Check Sheet scoring 1-5 for tasks

Standard of success to be used for this assessment: 100% of students must earn a score of 3 out of 5 or higher on all tasks recorded.

Who will score and analyze the data: Departmental Faculty

2. Perform administrative duties, following protocol, with minimal supervision.

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Assessment Tool: Practicum Evaluation of Student Form

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Standard of success to be used for this assessment: 100% of students must earn a score of 3 out of 5 or higher on all tasks recorded.

Who will score and analyze the data: Departmental Faculty

3. Perform clinical duties, following protocol, with minimal supervision.

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Assessment Date: Spring/Summer 2017

Assessment Cycle: Every Three Years

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How the assessment will be scored: Task Check Sheet scoring 1-5 for tasks

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Assessment Tool: Employer survey of student knowledge and skills

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Assessment Cycle: Every Three Years

Course section(s)/other population: All Sections

Number students to be assessed: All Students

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Who will score and analyze the data: Departmental Faculty

4. Demonstrate professionalism and safety in all applied training scenarios.

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Course Objectives

1. Perform the competencies listed on the attached check sheet while utilizing the skills learned in cognitive, psychomotor and affective domains during the program.

Matched Outcomes

2. Perform administrative duties, following protocol, with minimal supervision.
3. Perform clinical duties, following protocol, with minimal supervision.
4. Demonstrate professionalism and safety in all applied training scenarios.

New Resources for Course

Course Textbooks/Resources

Textbooks

Manuals

Periodicals

Software

Equipment/Facilities

Reviewer

Faculty Preparer:

Sherry Bishop

Department Chair/Area Director:

Connie Foster

Dean:

Kristin Brandemuehl

Vice President for Instruction:

Bill Abernethy

Action

Faculty Preparer

Recommend Approval

Recommend Approval

Approve

Date

Aug 25, 2014

Aug 26, 2014

Aug 28, 2014

Sep 23, 2014