

Jefferson Community & Technical College Medical Assisting

April 8, 2020



Program Summary

The Medical Assisting program at Jefferson Community and Technical College is accredited by the Medical Assisting Educational Review Board (MAERB) and requires graduates to reach proficiency at the 85% level or above on 168 identified program competencies. Medical assistants are the only allied health professionals specifically trained to work in ambulatory settings, such as physician's offices, clinics and group practices.

Students work alongside physicians as a multi-skilled healthcare professional. In this innovative, accelerated program, students work at a sponsoring company while taking classes. These multi-skilled personnel can perform administrative and clinical procedures. Physicians value the unique versatility of the Medical Assistant, and the profession is expanding rapidly in the community.

Strengths & Noteworthy Practices

The primary goal of the program is to prepare each graduate to function as a competent Medical Assistant. This goal is communicated to students through a curriculum designed to provide multiple real-world experiences from their first course, in which role-playing, self-evaluations, introspective writing assignments, and faculty check-off sheets are utilized, through to their culminating clinical practicum in their last semester at an employer/partner site. Throughout the program, students are evaluated for their ability to be successful within a physician practice setting.

EEQ mastery is evaluated via the Medical Assisting checklists at the mid-point and end-point of the student curriculum and is documented via a rubric checklist. Students are required to meet with the program coordinator upon completion of the program to develop a personalized professional development plan.

The program coordinator actively engages employers in numerous aspects of the program through their involvement as clinical practicum sites for students and/or their participation on the program's Advisory Board. Board meeting agendas reflect discussion of several key performance indicators for the program.

Alumni are surveyed six months after graduation to gather information about how and whether the program prepared them for employment. These surveys are confidential and the data revealed is kept confidential. This survey asks alumni to evaluate the program according to the EEQ criteria to allow for the possibility that alumni might have a different perspective on the program six months after graduation.

The publicly accessible program website and the Medical Assisting Student Handbook clearly list the EEQs that students will acquire as a result of completing the program, the career and professional pathways, and program costs. The program's website provides an abundance of information to the public: 5-year completion data, full-time job placement data, and average salaries of graduates. Inclusion of the Certified Medical Assistant exam pass rates is an important piece of information for the public.