

<b>ACTION</b>
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4800 E. Huron River Drive  
Ann Arbor, Michigan 48105-4800

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Subject  
Approval for a New Program 2020-21

Date  
November 19, 2019

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**RECOMMENDATION**

That the Board of Trustees approve the New Program for Fall 2020 as listed below:

- ❁ Medical Assisting Certificate – Health Sciences- Allied Health

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Prepared by: Dr. Kimberly Hurns  
Title: Vice President for Instruction

Recommended by: *Rose B. Bellanca, Ed. D.*  
Rose B. Bellanca, President

**Medical Assisting  
Certificate – 17 Credit Hours  
Health Sciences – Allied Health Department**

**Description:** In this program, students will develop comprehensive skills in managing both administrative and clinical duties such as scheduling patients, insurance billing and coding, arranging for laboratory services, instructing patients about medication and special diets and drawing blood. This program is designed to prepare professional multi-skilled individuals for employment in physician's offices, medical clinics, laboratories and other ambulatory health care facilities.

**Need/Job Demand: Need:** According to the United States Bureau of Labor Statistics, Medical Assisting is one of the nation's careers growing much faster (23%) than average for all occupations in the nation. Furthermore, there is a pronounced need for medical assistants pronounced in Washtenaw County in particular. Two prominent employers in Washtenaw County (Michigan Medicine and IHA) identified this need. Both employers expressed inability to meet their current employment demands for Medical Assistants. Currently, Michigan Medicine has over 200+ Medical Assistant vacancies and IHA has 150+ vacancies. Both employers are willing to provide clinical site placement to WCC students, employment opportunities upon program completion, along with a sustainable living wage and a comprehensive benefit package, including tuition assistance.

Additionally, the practice of medical assisting directly influences the public's health and well-being, and requires mastery of a complex body of knowledge and specialized skills requiring both formal education and practical experience that serve as standards for entry into the profession. (Medical Assistant Education Review Board, 2008). Thus, this program would provide a new pathway for WCC Health Care Foundation students.

**Student Learning Outcomes:**

1. Demonstrate the administrative skills of an entry-level medical assistant.
2. Demonstrate the clinical skills of an entry-level medical assistant.

**Curriculum Review:** Reviewed by the Curriculum and Assessment Committees 9/12/19.

**Wage Data:** The 2018 median wage for a Medical Assistant was \$33,610 annually or \$16.16 per hour. <sup>1</sup>

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<sup>1</sup> Occupational Outlook Handbook Bureau of Labor Statistics

**Program Requirements:**

<b><u>SEMESTER 1</u></b>		<b>Credits</b>
MED 101	Introduction to Medical Assisting	1 cr.
MED 104	Medical Assistant Math and Pharmacology	1 cr.
MED 112	Medical Assistant Administrative I	2 cr.
MED 114	Medical Assistant Lab I	3 cr.
MED 116	Introduction to Medical Insurance Billing and Coding Basics for the Medical Assistant	2 cr.
	Semester Total	9 cr.
<b><u>SEMESTER 2</u></b>		
MED 210	Medical Assistant Administrative II	2 cr.
MED 221	Medical Assistant Lab II	3 cr.
MED 241	Medical Assistant Clinical Practice	2 cr.
MED 245	Medical Assisting Credentialing Exam Review	1 cr.
	Semester Total	8 cr.
	<b>Program Total</b>	<b>17 cr.</b>