

UNIVERSITY OF ALASKA FAIRBANKS
Student Learning Outcomes Assessment Plan
Medical Assisting Certificate Degree Program
 UAF Community and Technical College
 Date: October 2025

Expanded Statement of Institutional Purpose	Intended Objectives/Outcomes	Assessment Criteria and Procedures	Implementation (what, when, who)
MISSION STATEMENT: “UAF CTC mission is: Alaska’s quality choice for workforce development, academic preparation, lifelong learning and building community.” The Allied Health Mission is: “To provide academic, clinical, administrative and professional skills that will prepare graduates for employment in entry level positions in the healthcare field. This will afford the student the opportunity to obtain the credentials to advance their field.” GOAL STATEMENT: To provide the student with the cognitive(knowledge) psychomotor(skills) and affective (behavior) job skills required for entry level employment as a medical assistant in a physician’s office or ambulatory care center. Industry partners who hire UAF CTC graduates are satisfied with the skills and knowledge the graduate possesses after graduating from the UAF CTC Medical Assisting program.	CAAHEP Accredited Program- Core Curriculum Courses: MA F144 Administrative Procedures MA F142 Clinical Procedure I MA F244 Clinical Procedures II Knowledge and Mastery of Competencies - Students will pass 100% of the skills(competencies) with an 85% or above. 100% of the skills (competencies) will be taught, assessed and evaluated by the instructors. Cognitive Domain (knowledge-based learning) - Apply knowledge of anatomy, physiology, medical terminology, pharmacology, pathophysiology and administrative duties. - Understand healthcare systems, medical office procedures, and MA scope of practice. - Explain legal concepts, including informed consent, confidentiality, HIPAA, and OSHA regulations. Psychomotor Domain (skills-based learning) - Perform clinical tasks: vitals, medication administration, EKG’s, lab specimen collection, and infection control. - Manage administrative tasks: scheduling, billing, insurance, coding and EHRs. - Respond to emergencies with CPR, first aid, and emergency protocols. Affective Domain (Professionalism and Behavior)	Competencies: Skills are identified on the course schedule; skills are demonstrated, practiced and assessed by the instructor. Cognitive Domain Assessment: Written exams, quizzes, case studies, class discussions, scenario-based questions, written assignment. Games: Kahoot and Jeopardy. Psychomotor Domain Assessment: Skills checklist for lab procedures and roleplay scenarios, simulated practice through publisher software. Simulation certification tests. Skills final exam includes the evaluation and documentation on checklist, in each of the following subject areas: - Written communication - Oral communication - Demonstration of each step in all competencies. Affective Domain Assessment: Role-plays, instructor evaluations, clinical evaluations, self-assessments, group work,	MA Instructors: Throughout the three courses Instructors observe and record assessment on a competency specific checklist for each competency for every student. Instructors observe student's demonstration of competencies, record on checklist, review results, and implement changes as needed. If any student receives less than 85% on competency, students can practice and re-test. If score remains less than 85%, MA Program Director will be notified with possible recommendation to withdraw student. Allied Health Faculty: Graduate and employer surveys are conducted in August and March by the Allied Health faculty or designee. The survey will evaluate for any areas of weakness (less than a 3 on a scale of 1 to 5). Faculty will analyze the results of the survey and recommend appropriate curriculum changes as need to the Medical Assisting Program Director and Allied Health Department Chair.

	• Communicate professionally with patients and healthcare teams. • Demonstrate ethics, respect, accountability, and professionalism. • Collaborate effectively, showing initiative and teamwork. • Respect diverse background and patient needs. Students who complete a Medical Assisting Certificate program will possess the skills and knowledge to gain employment in a healthcare provider's office or ambulatory care center.	Practicum preceptor feedback, reflection papers, observations and interactions. Surveys: Graduate survey completed with the following areas addressed: • Cognitive skills • Psychomotor skills • Affective skills • Rated on a scale of 1-5 (high)	
	Program evaluation: Certification and Job Readiness Graduates will sit for and pass the National Certification Examination for the Medical Assistants CMA(AAMA).	National Exam: 80% of students taking the national certification examination for Medical Assistants pass the examination. 50% of graduated students will apply for and sit for the National Certification Examination.	MA Program Pass rates: Pass rates will be updated annually by the Allied health Faculty or designees. Data will be analyzed by the medical Assisting Program Director. If less than the 80% a review of the curriculum will be completed by the MA faculty, AH Programs Director with changes identified and implemented. Certification Examination will be discussed and application information available to all students.