1. **Assessment information collected** - Employer and student surveys, practicum exit evaluation, Entrance exam for administrative class, and competencies.

2. **Conclusions drawn from the information summarized above** - Students would like more accessibility to a computer lab as well as additional training of electronic health records. Employers would like to see an increase in reception student graduates. Students completing the reception program are achieving their required competencies at 100% this past year.

3. **Curricular changes resulting from conclusions drawn above** - Electronic Health Records will be offered in HLTH F234 for the reception students. Computers have also been added to the classroom (4) for student use and the 3rd floor computer lab is available to students throughout the day and evening. Increase marketing at job fairs and high school career fairs to increase reception student enrollment.
4. Identify the faculty members involved in reaching the conclusions drawn above and agreeing upon the curricular changes resulting - Amy Samuel, CMA (AAMA)- Faculty- DOL grant, and Christa Bartlett, CMA (AAMA), AHI - program coordinator.