



OAKLAND
COMMUNITY
COLLEGE

**Oakland Community College
Medical Assistant (MDA) Course Completion Analysis
2000**

Preliminary Report

**Prepared by
The Office of Institutional Research
Primary Researcher: Katherine K. Tucker**

December 2001

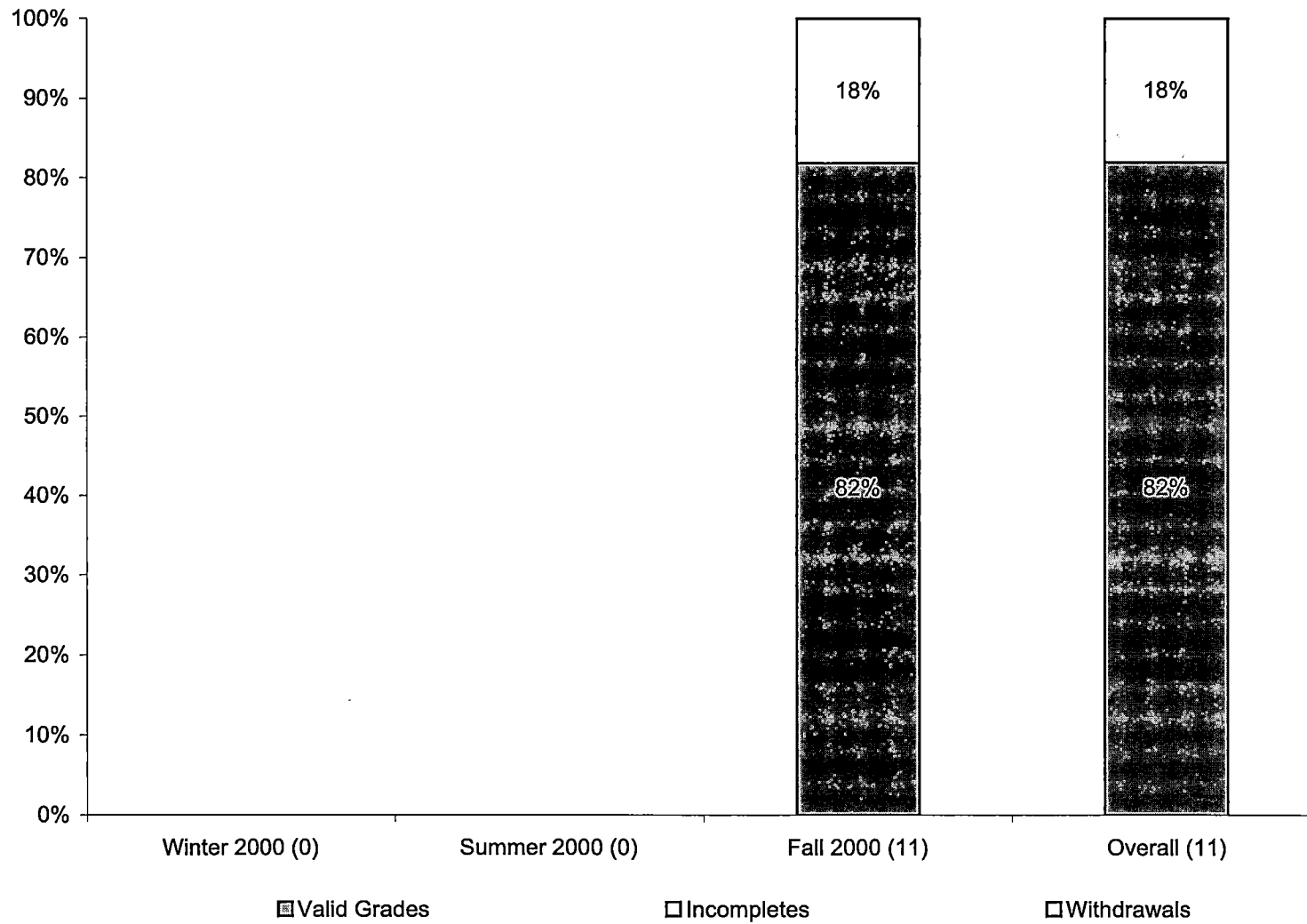
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MDA Course Completion

Courses:

Medical Assisting-Administrative Procedures (MDA 105).....	1
Medical Assisting Clinical Procedure I (MDA 114).....	2
Medical Assisting-Laboratory Procedures (MDA 117).....	3
Basic X-Ray and Spirometry (MDA 120).....	4
Phlebotomy (MDA 125).....	5
Medical Law and Ethics (MDA 135).....	6
Basic Electrograph (MDA 157).....	7
Medical Assisting Externship I (MDA 146.1).....	8
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Medical Office Assisting Administration Procedure II (MDA 205).....	10
Medical Office Insurance Coding and Billing (MDA 238).....	11
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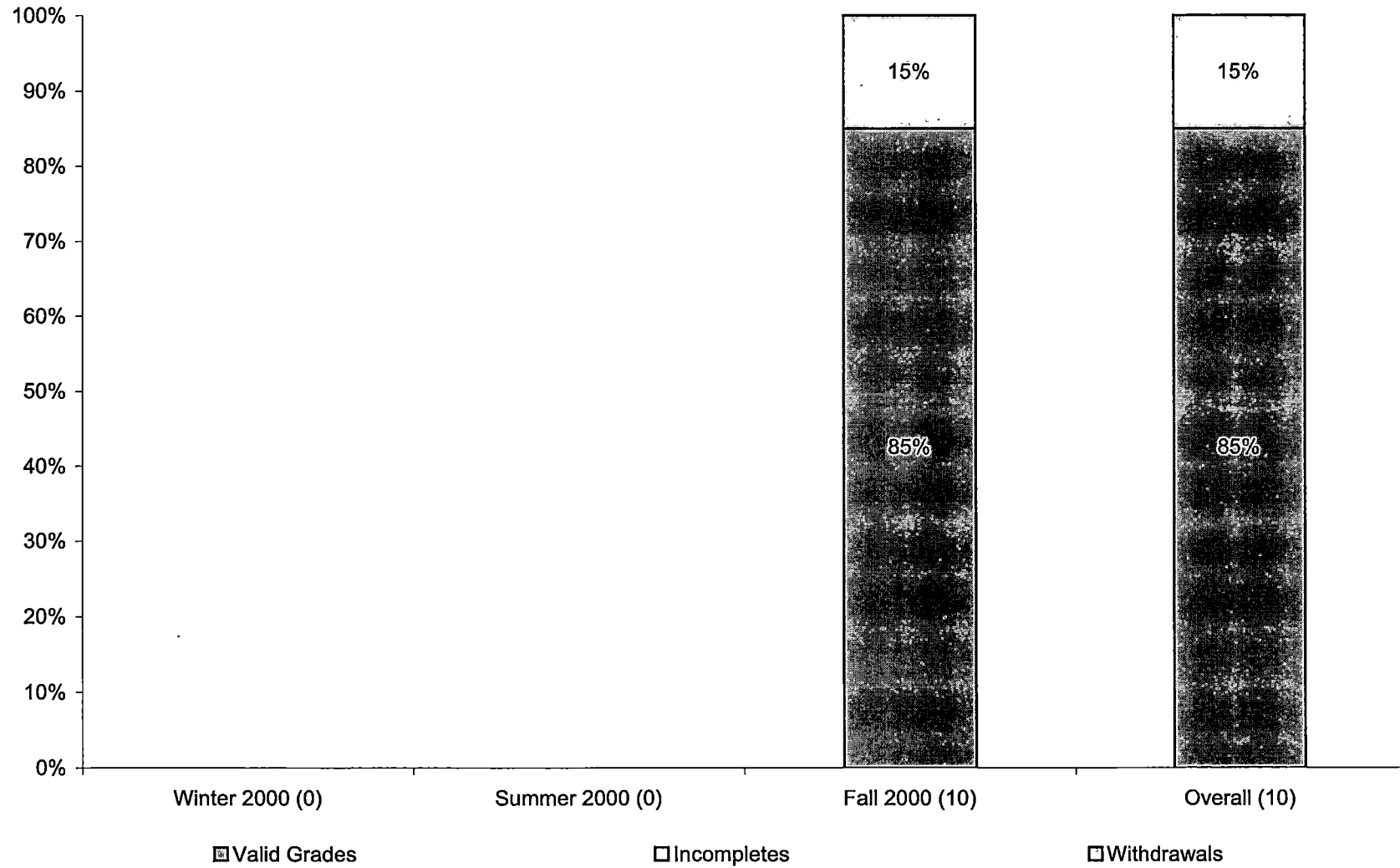
Oakland Community College
MDA Course Completion
(2000)

Figure 1.1 MDA 105 (Medical Assisting-Administrative Procedures)



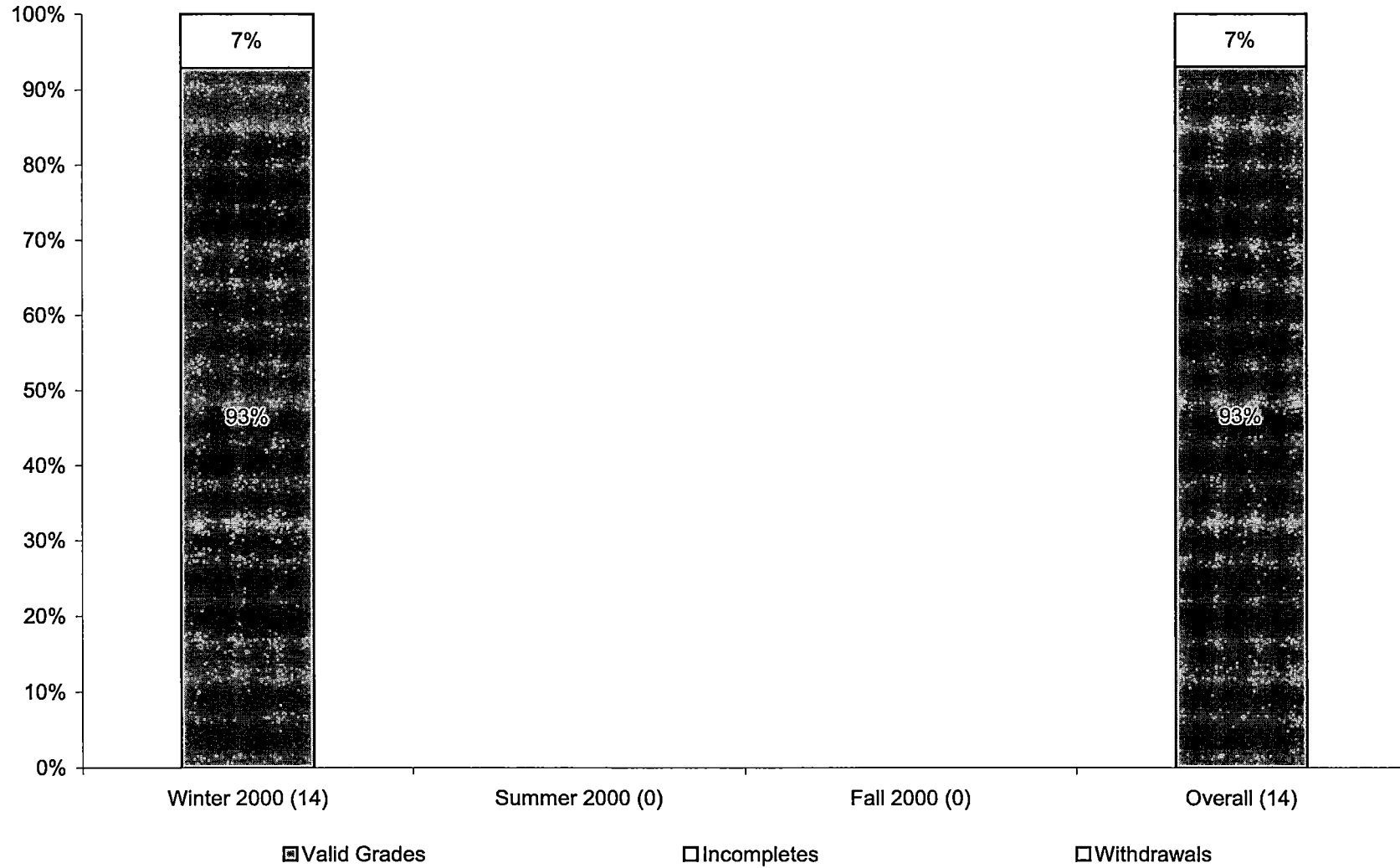
Oakland Community College
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(2000)

Figure 1.2 MDA 114 (Medical Assisting Clinical Procedure I)



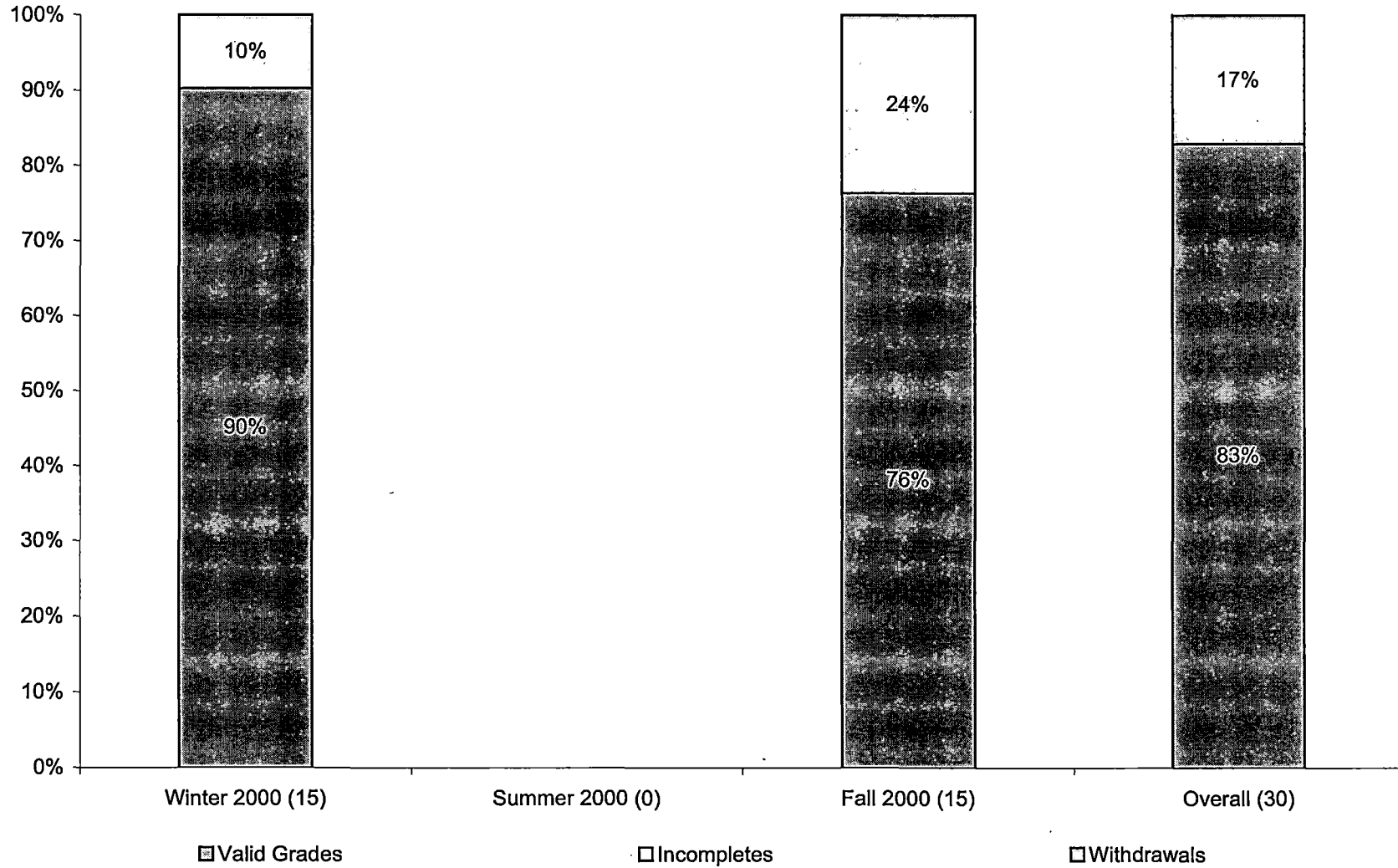
Oakland Community College
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Figure 1.3 MDA 117 (Medical Assisting-Laboratory Procedures)



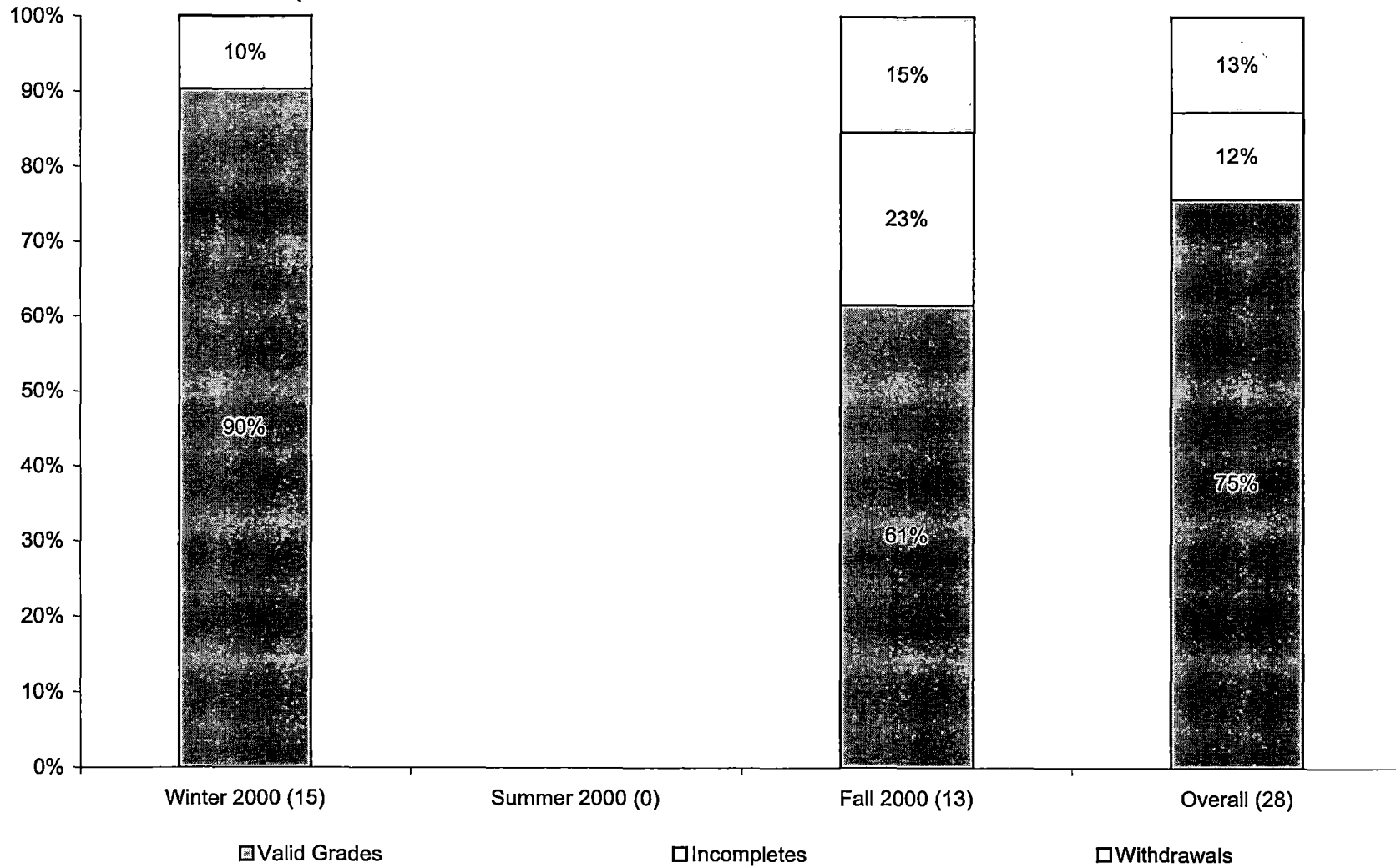
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Figure 1.4 MDA 120 (Basic X-Ray and Spirometry)



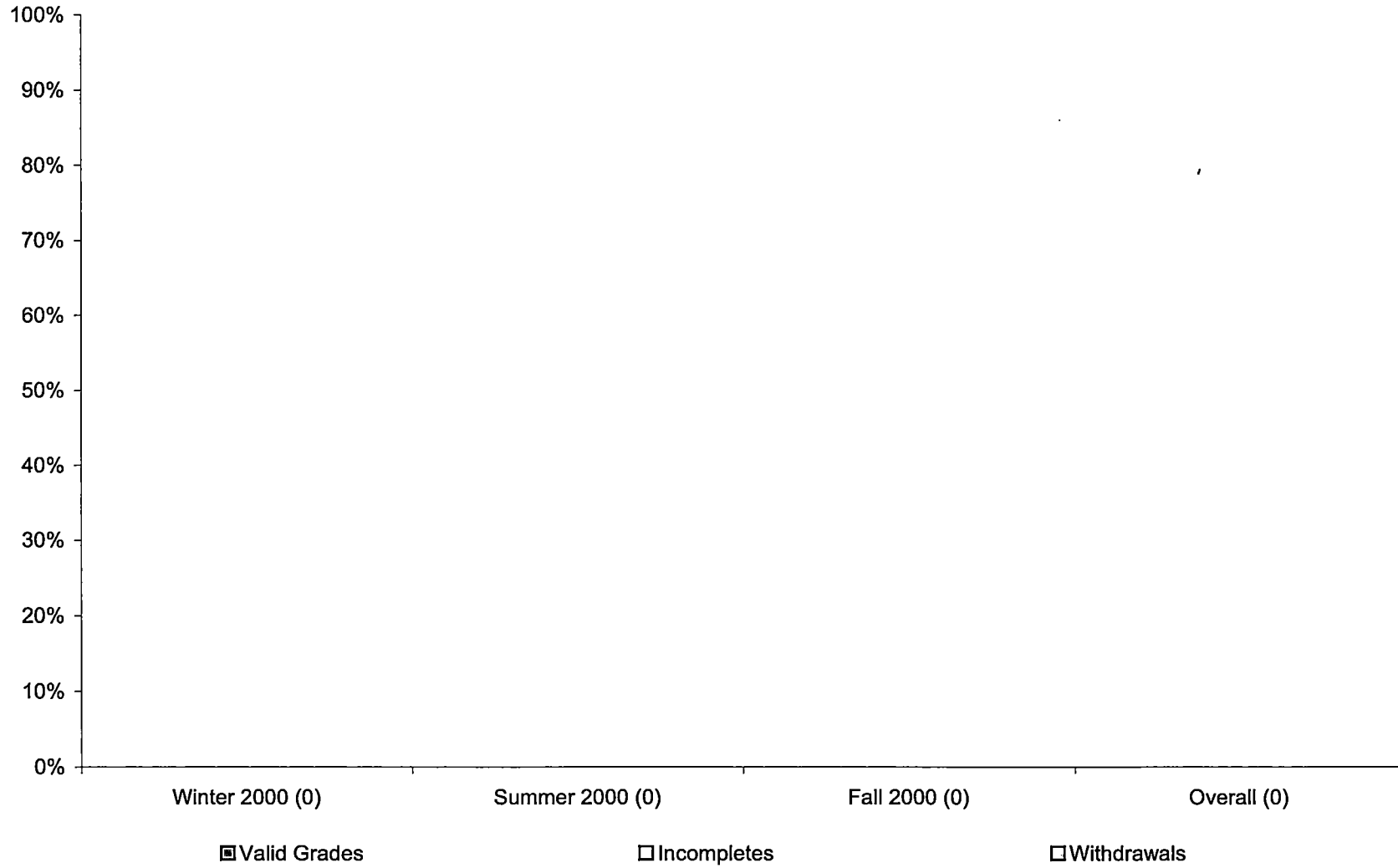
Oakland Community College
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Figure 1.5 MDA 125 (Phlebotomy)



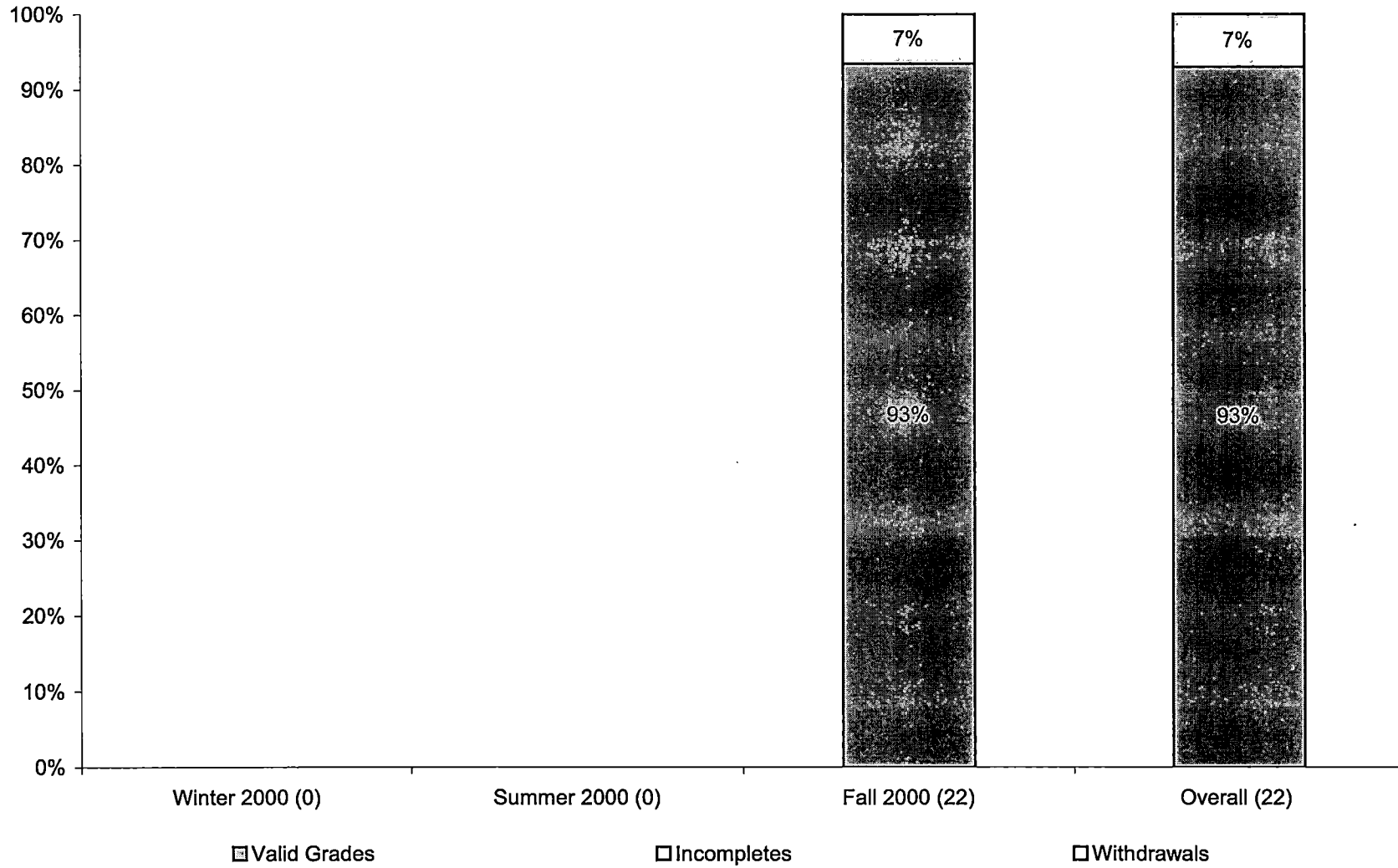
Oakland Community College
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Figure 1.6 MDA 135 (Medical Law and Ethics)



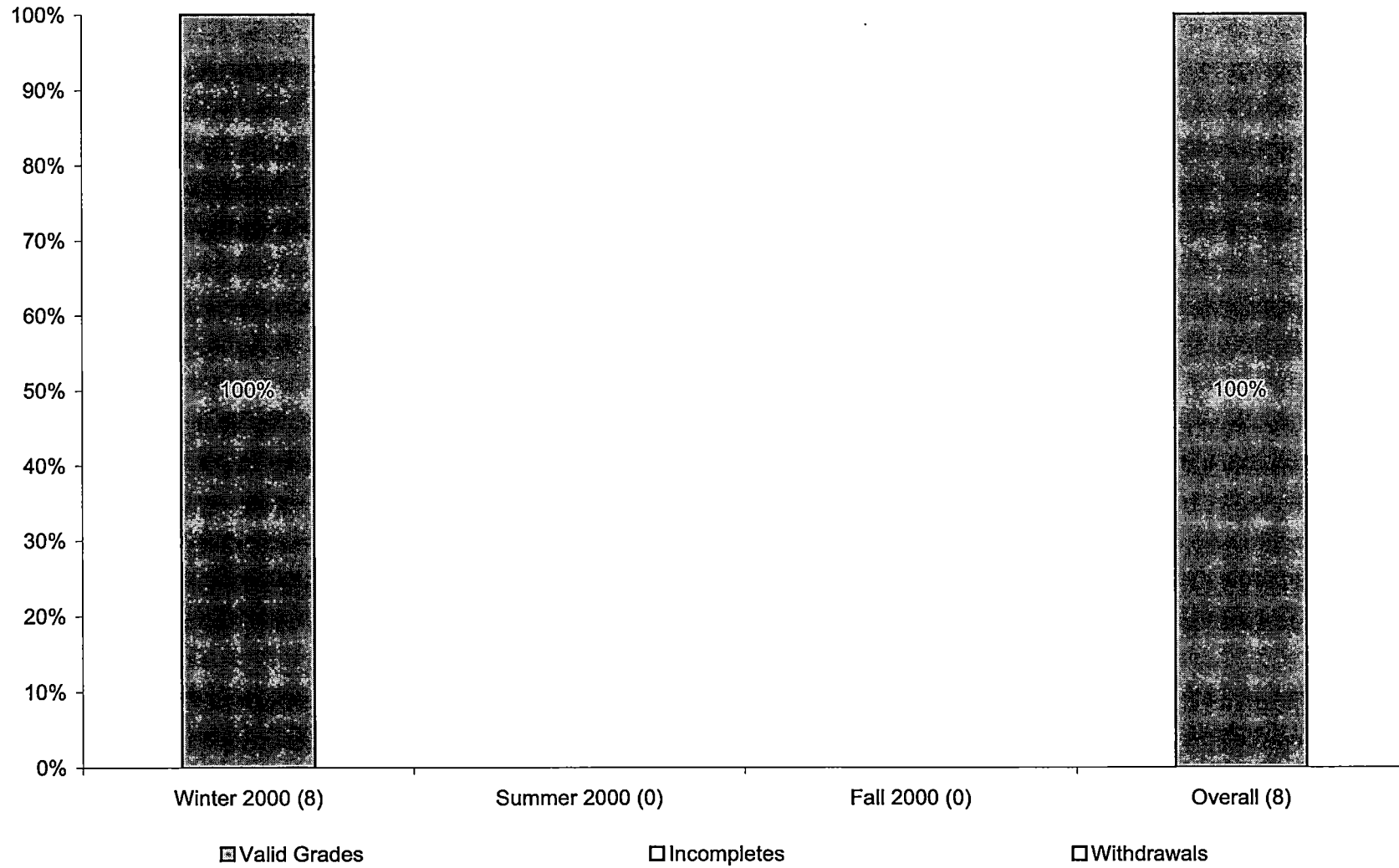
Oakland Community College
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Figure 1.7 MDA 157 (Basic Electrograph)



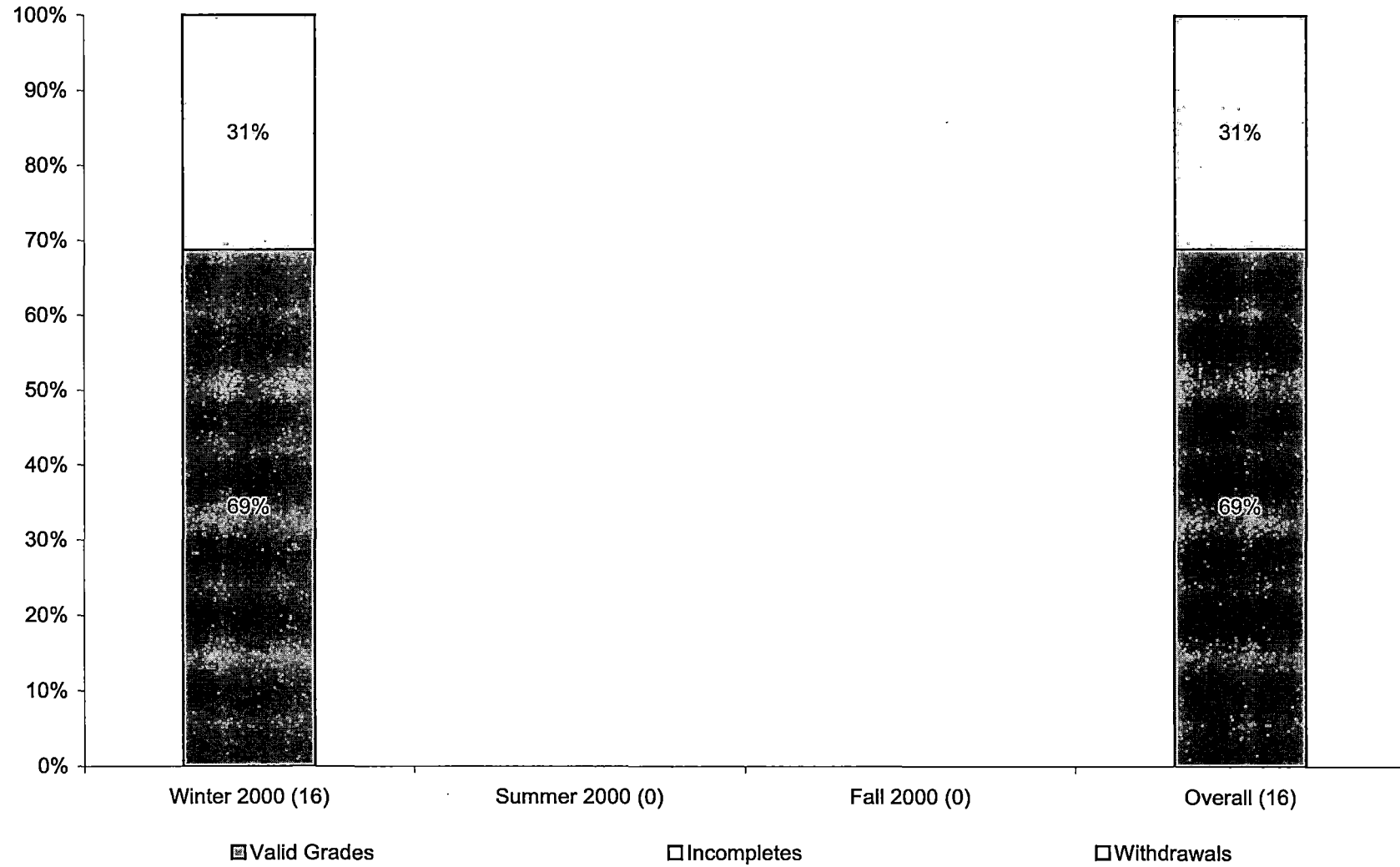
Oakland Community College
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Figure 1.8 MDA 146.1 (Medical Assisting Externship I)



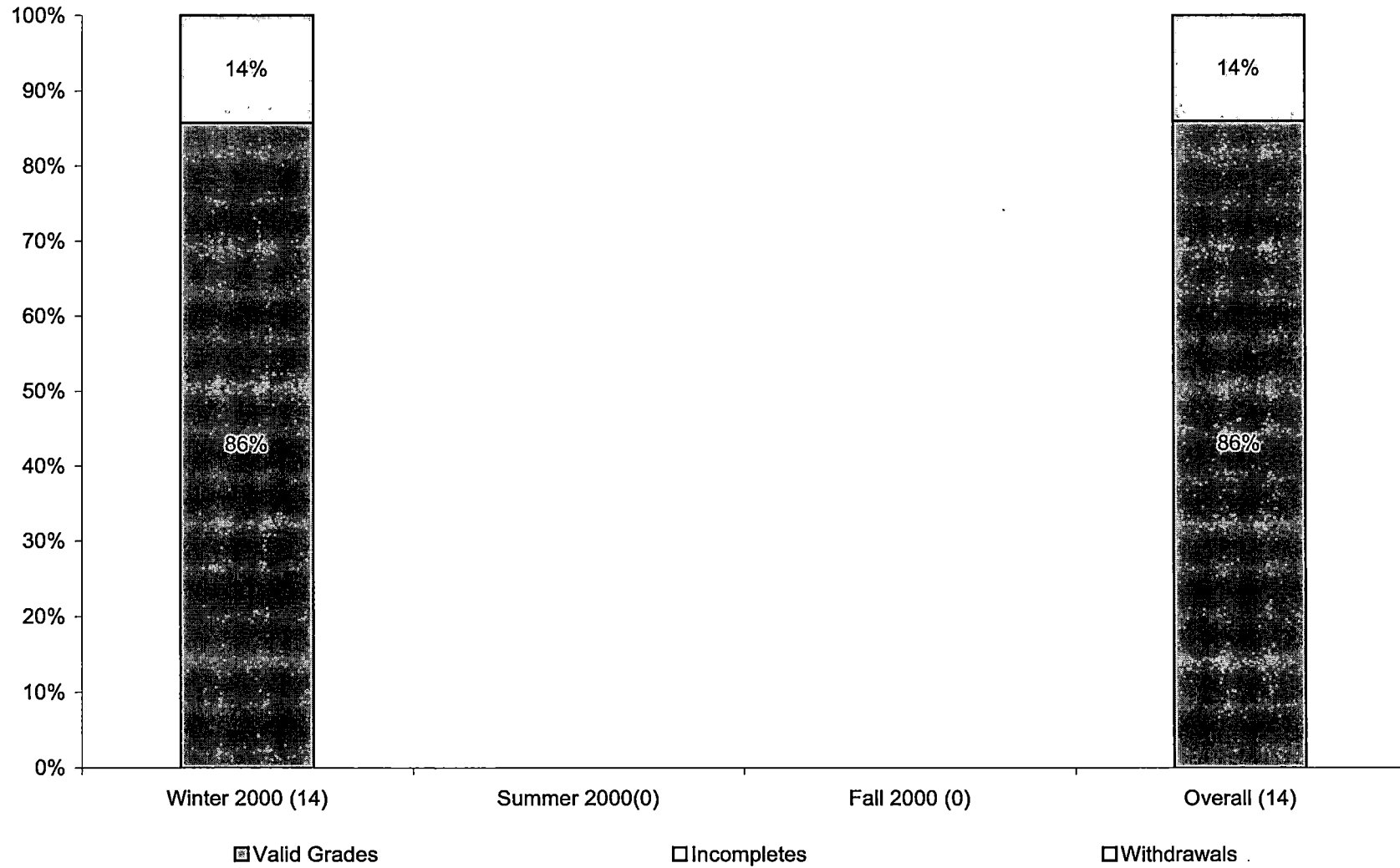
Oakland Community College
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Figure 1.9 MDA 201 (Medical Office Assisting Adm. Procedure II)



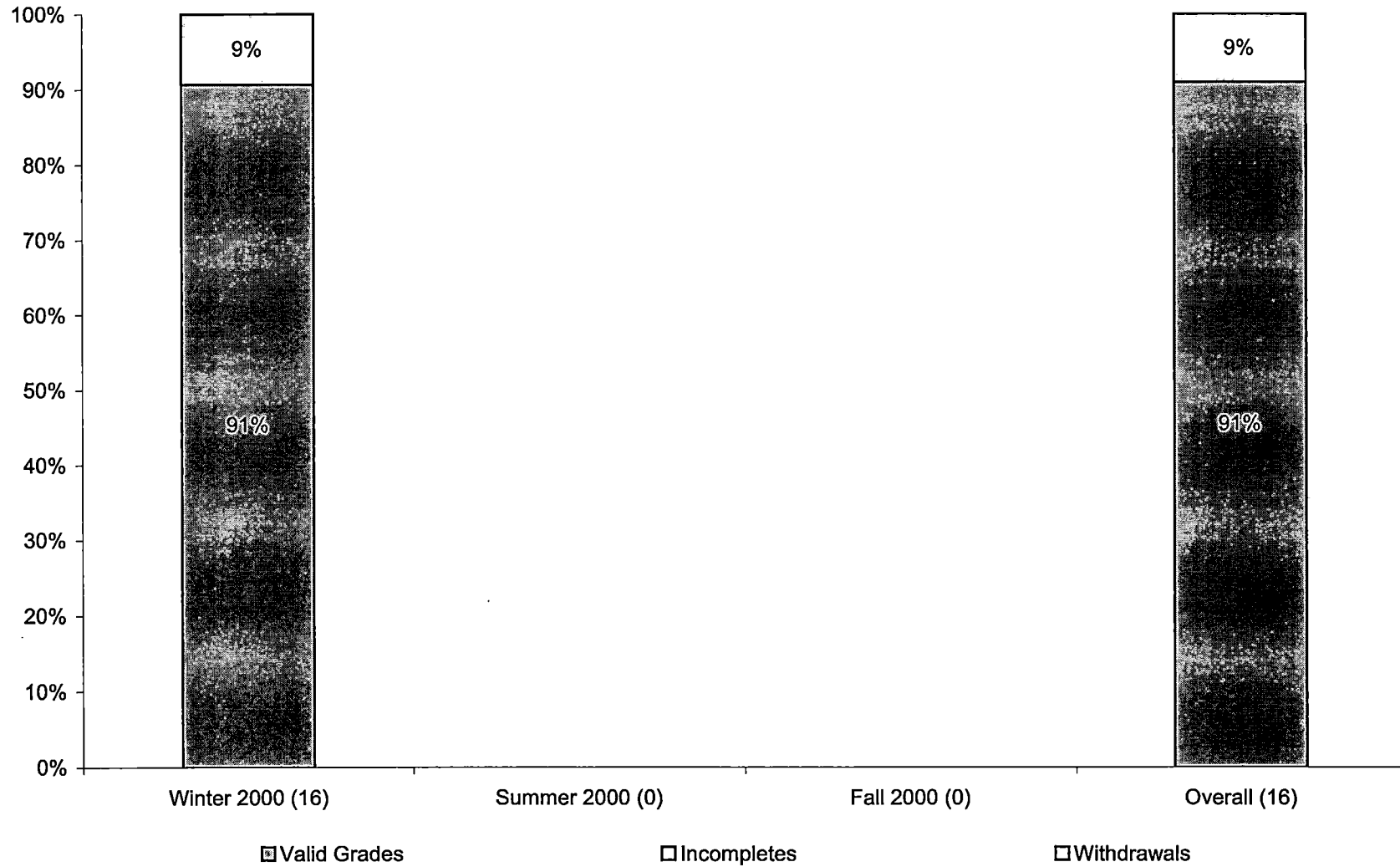
Oakland Community College
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Figure 1.10 MDA (Medical Office Assisting Adm. Procedure II)



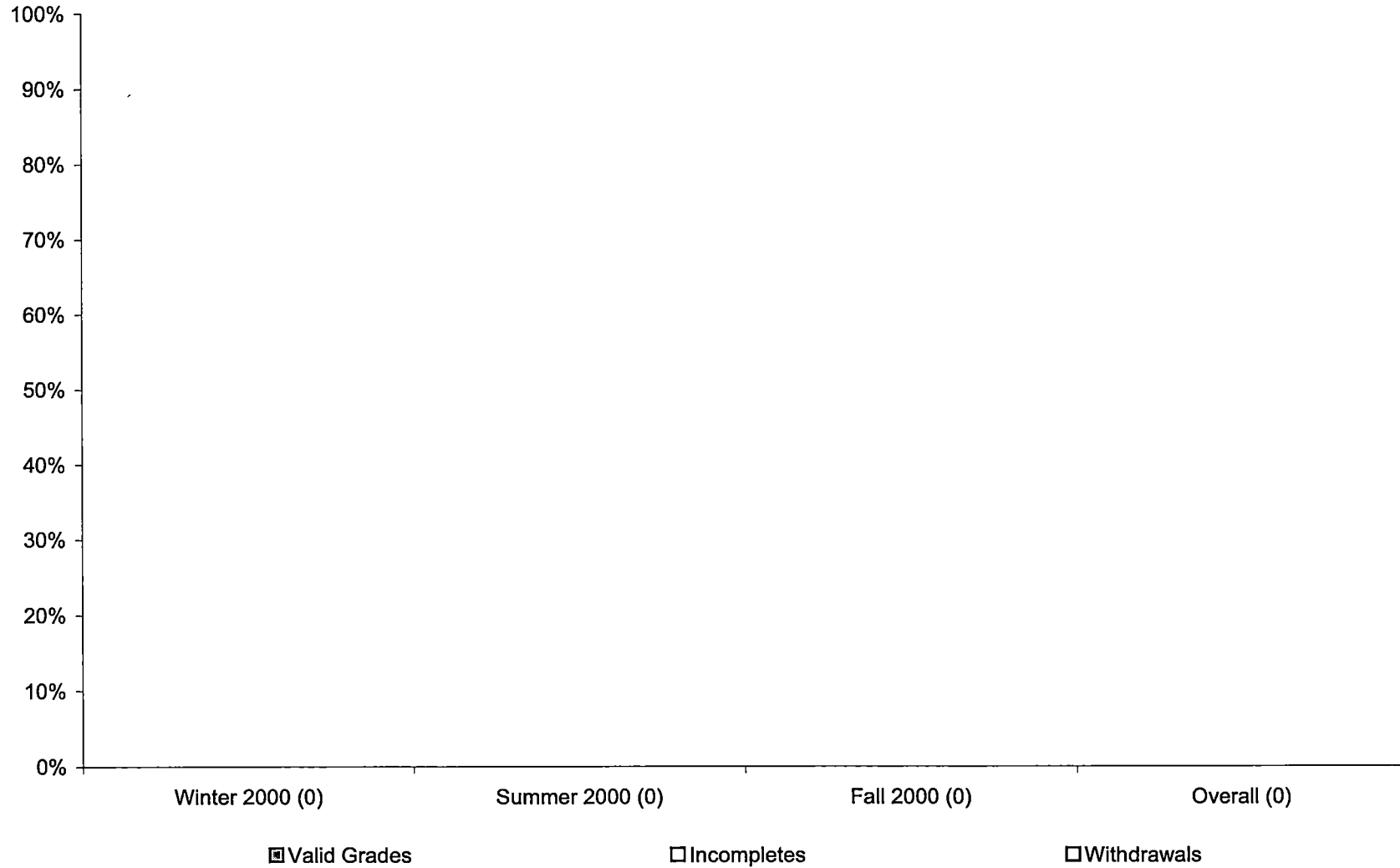
Oakland Community College
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Figure 1.11 MDA 238 (Medical Office Insurance Coding and Billing)



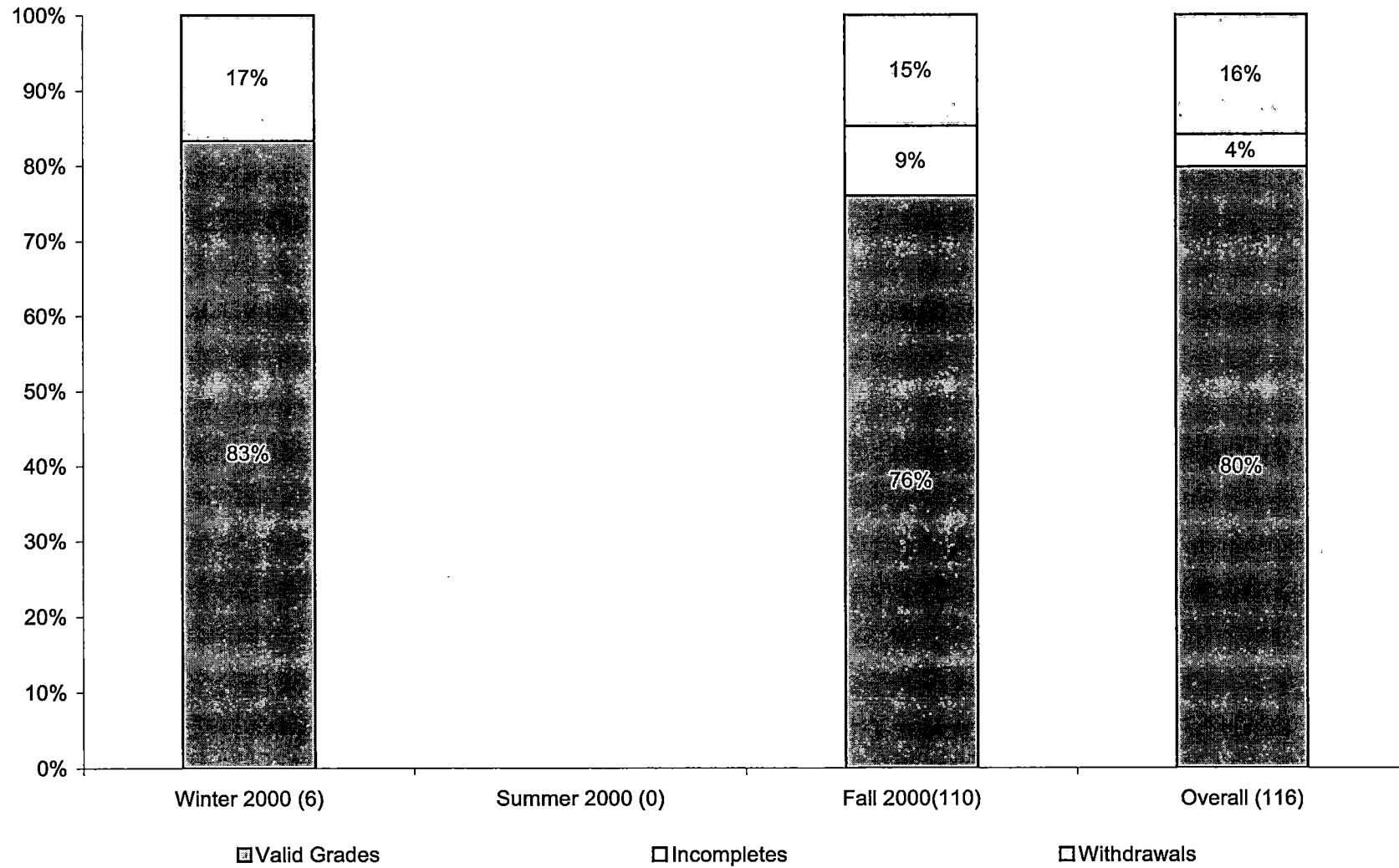
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Figure 1.12 MDA 246 (Medical Assisting Externship II)



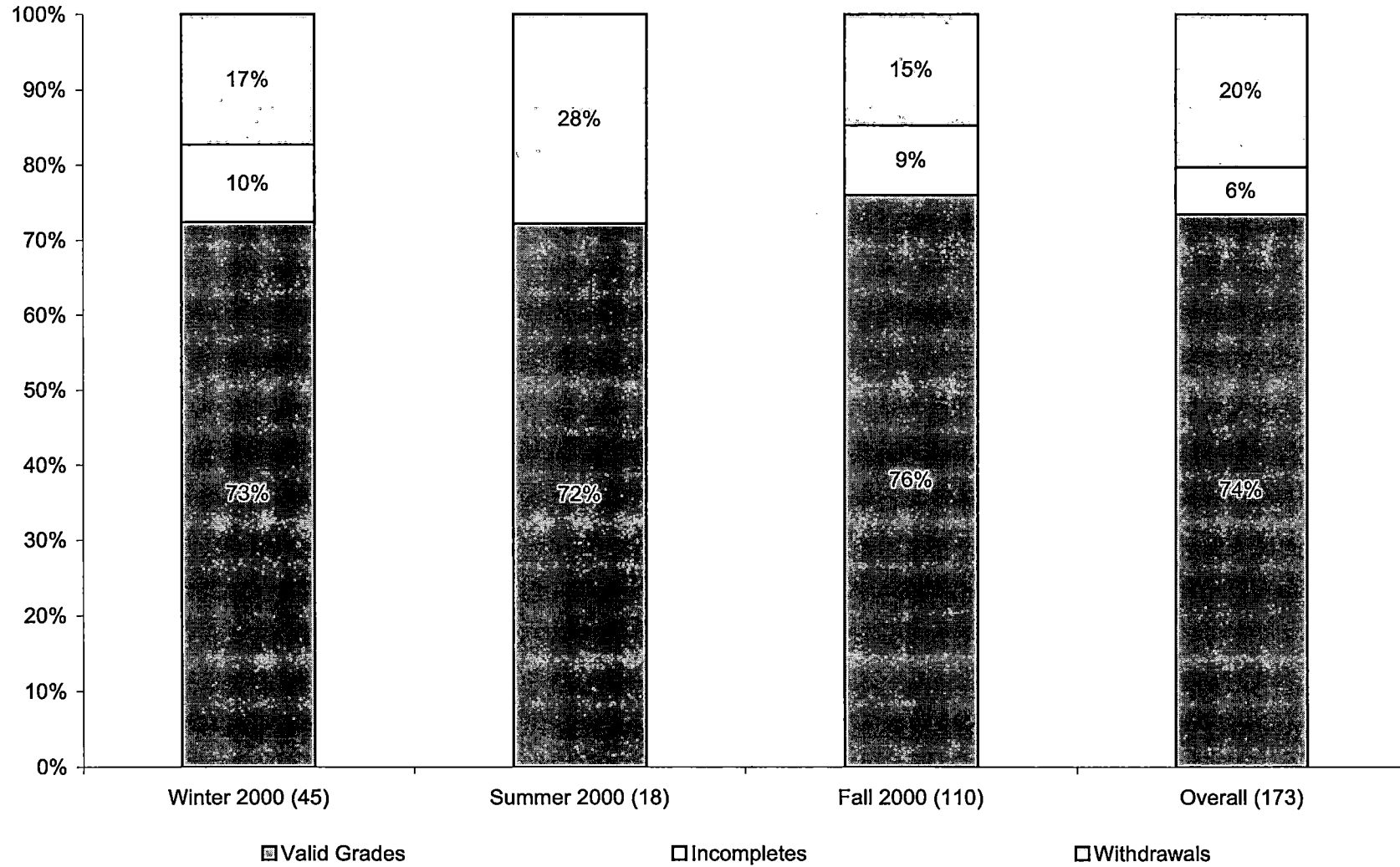
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Figure 1.13 MDA 114 (Medical Assisting Seminar)



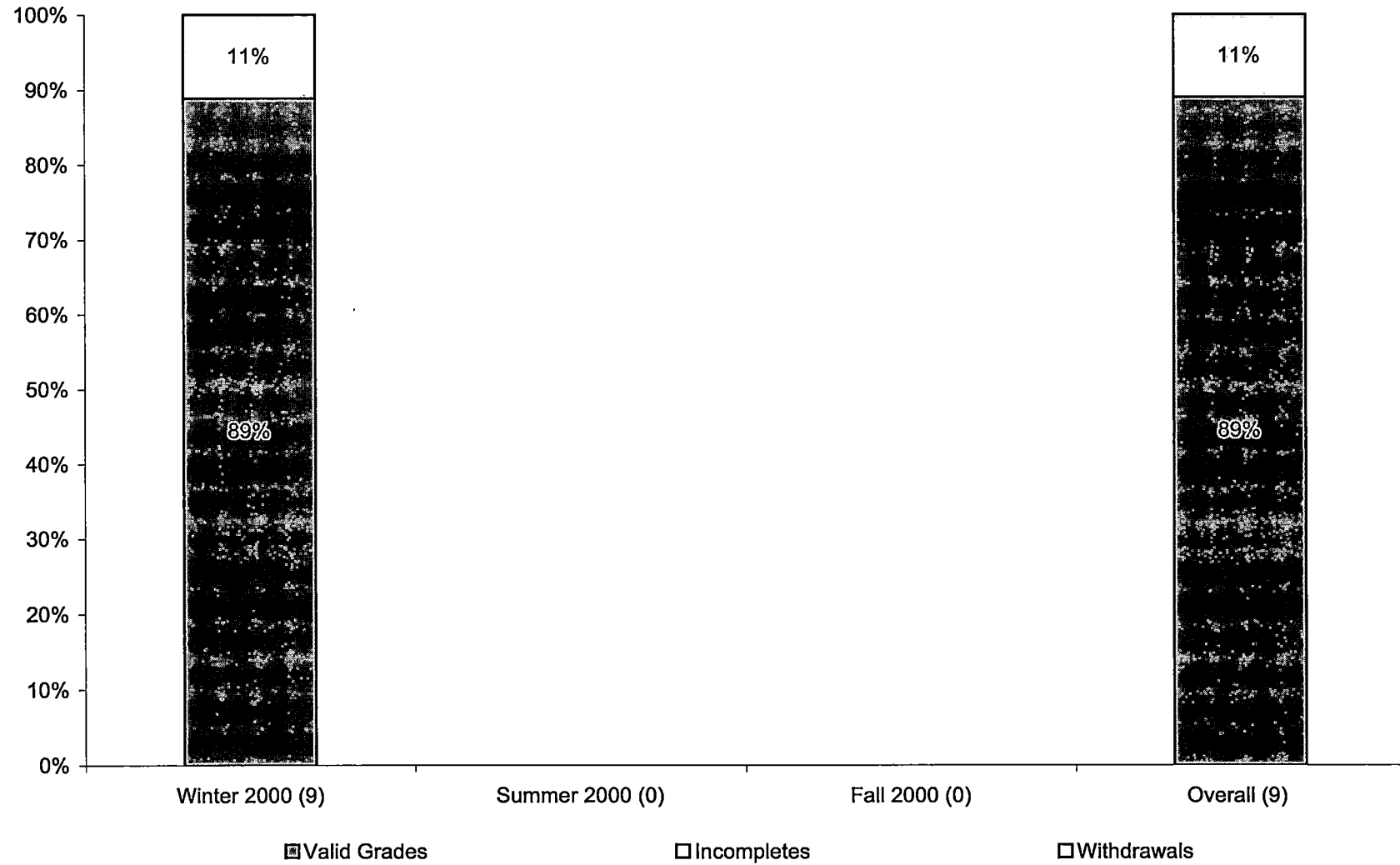
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Figure: 1.14 MDA 117 (Medical Terminology)



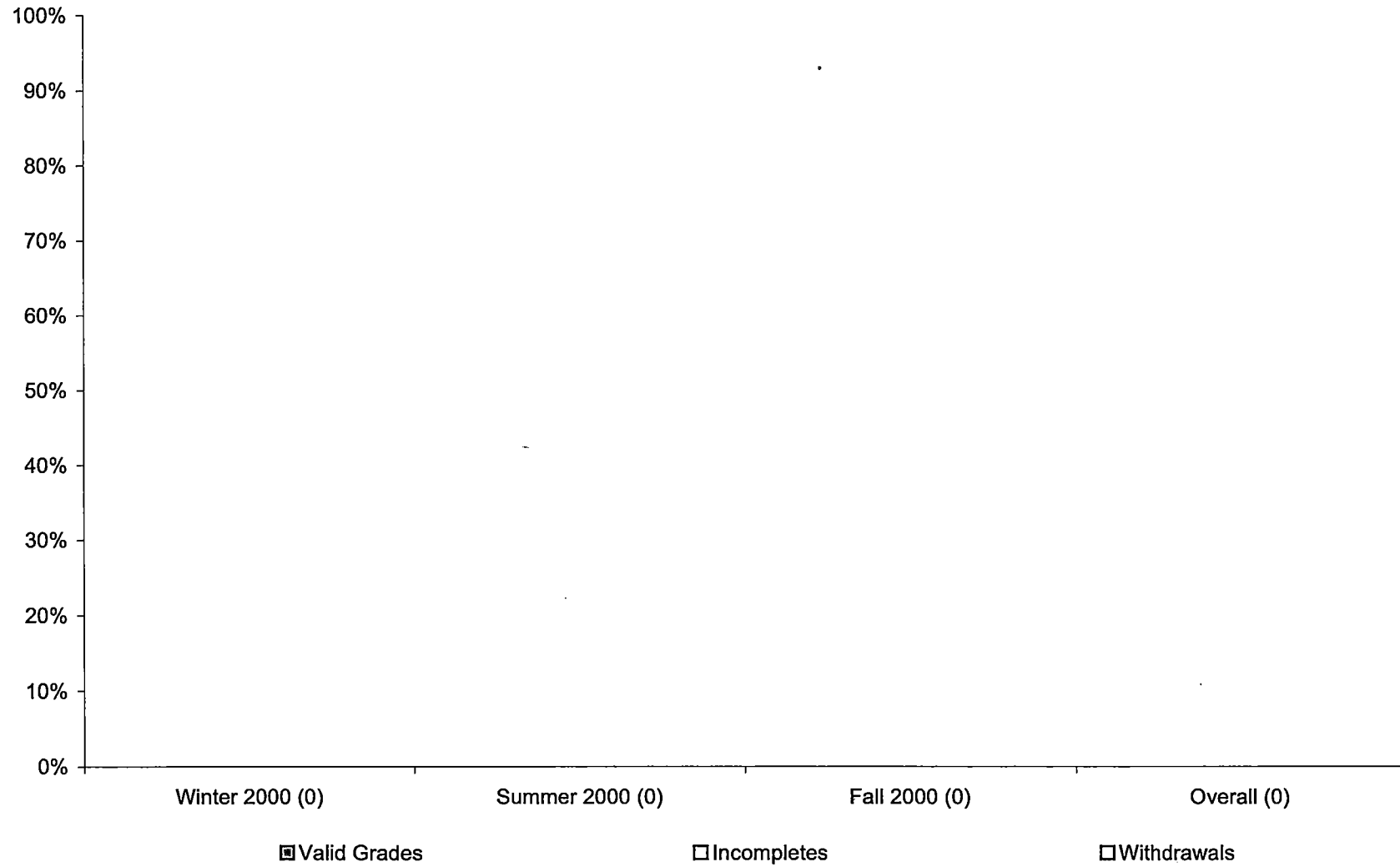
Oakland Community College
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Figure 1.15 BIS 101 (Keyboard Skills Building)



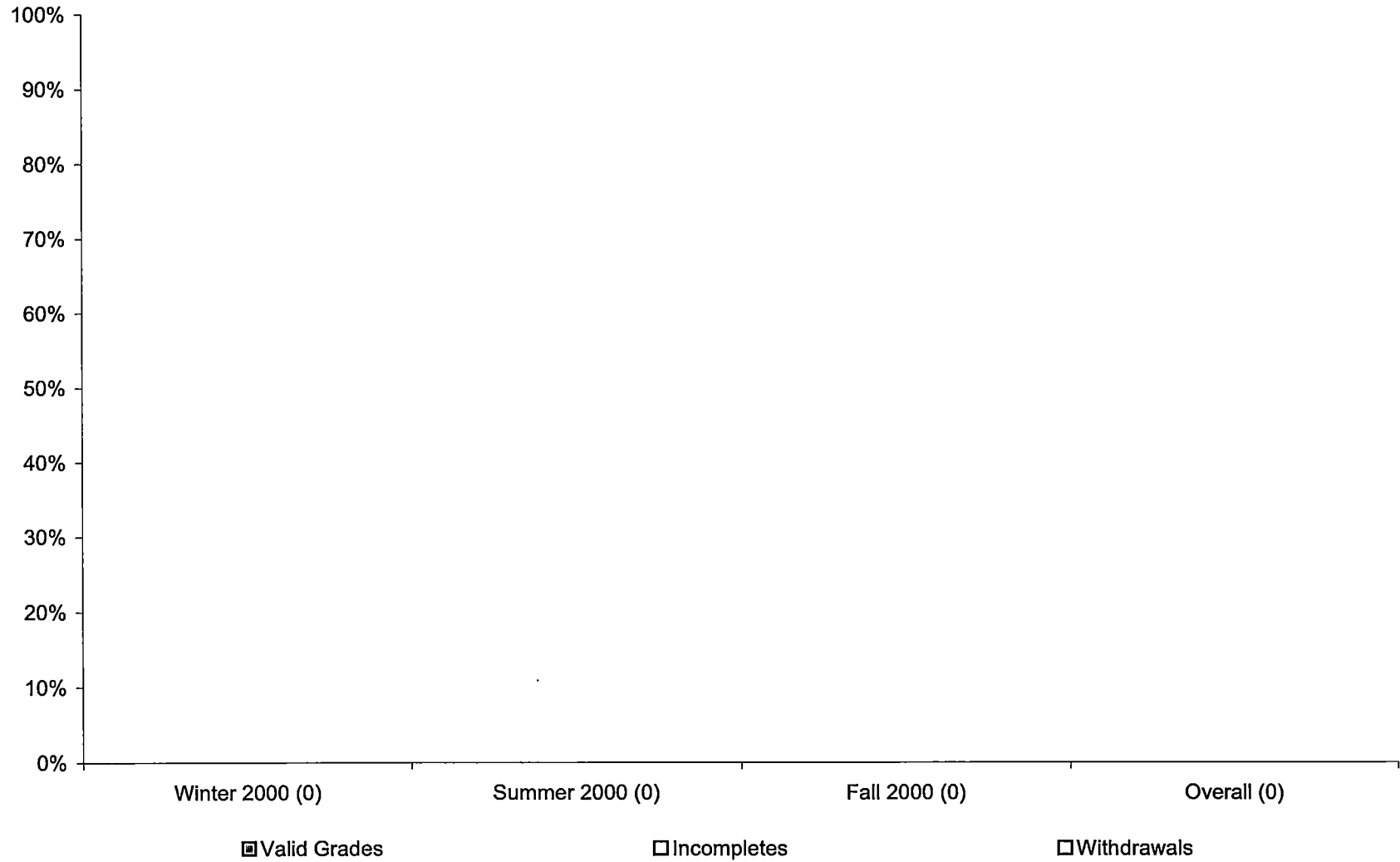
Oakland Community College
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Figure 1.16 MDA 158 (Intermediate EKG and Arrhythmias)



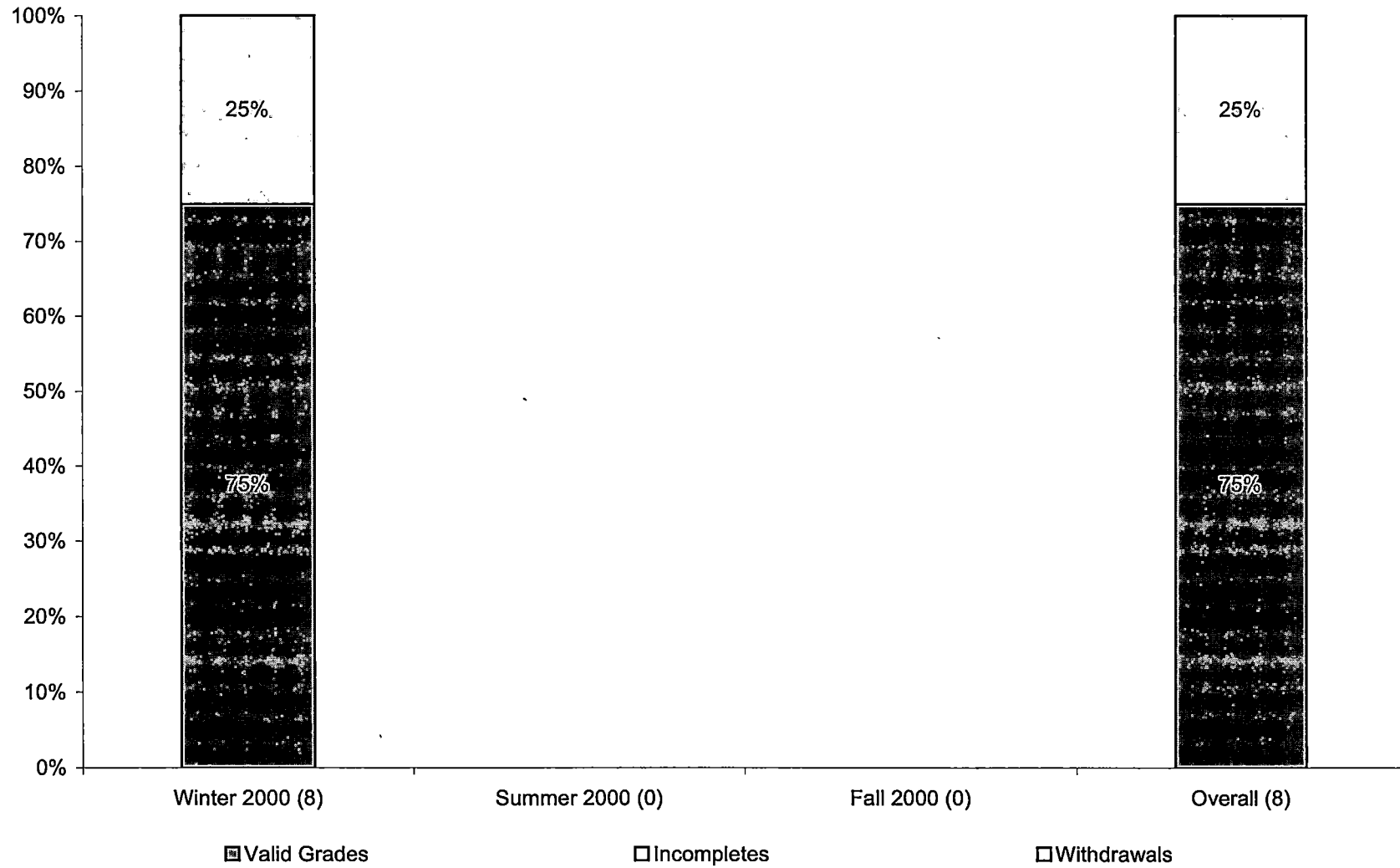
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Figure 1.17 PER 254 (Medical First Responder/ First Responder)



Oakland Community College
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Figure 1.18 MDA 241 (Ophtha Asst Proc I)



**Oakland Community College
Medical Assistant Course Completions
(2000)**

Medical Assistant (MDA) Course Description

<u>Course</u>		<u>Credit</u>	<u>N</u>	<u>%Withdrawal</u>
MDA 246	Medical Assisting externship II	4	0	0%
MDA 135	Medical Law and ethics	3	0	0%
MDA 146.1	Medical Assisting Externship I	2	8	0%
MDA 117	Medical Assisting –Laboratory Procedures	3	14	0%
MDA 157	Basic Electrocardiograph	3	22	7%
MDA 238	Medical office Insurance Coding and Billing	4	16	9%
MDA 125	Phlebotomy	1	28	13%
MDA 205	Medical Office Assisting Adm. Procedures II	3	14	14%
MDA 114	Medical Assisting-Clinical Procedure I	3	10	15%
MDA 256	Medical Assisting Seminar	4	116	16%
MDA 120	Basic X-ray and Spirometry	1	30	17%
MDA 105	Medical Assisting-Administrative Procedure	3	11	18%
MED 110.3	Medical Terminology	3	173	20%
MDA 201	Medical Office Medications	3	16	31%
 <u>Recommended Electives</u>				
MDA 158	Intermediate EKG and arrhythmias	3	0	0%
PER 254	Medical First Responder/First Responder	4	0	0%
BIS 101	Keyboard Skill Building	2	9	11%

WHO DOES WHAT 11/25/01 through 12/22/01

ID	Resource Name	Work							
Week of November 25									
1	Interviewers	880 hrs							
Project			ID	Task Name	Units	Work	Delay	Start	Finish
Telemarketing - Winter			26	*Start Telemarketing: C...	100%	16...	0 days	Mon 11/...	Fri 12/1...
Telemarketing - Winter			29	Call Current Students	100%	40...	0 days	Mon 11/...	Fri 11/3...
3	Pat Springer	1,128 hrs							
Project			ID	Task Name	Units	Work	Delay	Start	Finish
Telemarketing - Winter			19	MS Access Update: Applicants & Former St...	100%	8 hrs	0 days	Wed 11/2...	Wed 11/2...
Telemarketing - Winter			28	MS Access Update: Current Students	100%	40...	0 days	Tue 11/2...	Mon 11/2...
Telemarketing - Winter			30	MS Access Update: Current Students	100%	8 hrs	0 days	Tue 11/2...	Tue 11/2...
9	Katherine Tucker	232 hrs							
Project			ID	Task Name	Units	Work	Delay	Start	Finish
Transfer IE			12	Compete Transfer Report (Fall NRS)	100%	8 hrs	0 days	Fri 11/30/01	Fri 11/30/01
Transfer IE			13	Preliminary Report Completed	100%	8 hrs	0 days	Fri 11/30/01	Fri 11/30/01
14	Nancy Showers	136 hrs							
Project			ID	Task Name	Units	Work	Delay	Start	Finish
OccTechI.E.			16	Complete updating effectiveness measures ...	100%	8 hrs	0 days	Fri 11/3...	Fri 11/3...
Week of December 2									
1	Interviewers	880 hrs							
Project			ID	Task Name	Units	Work	Delay	Start	Finish
Telemarketing - Winter			26	*Start Telemarketing: C...	100%	16...	0 days	Mon 11/...	Fri 12/1...
Telemarketing - Winter			31	Call Current Students	100%	8 hrs	0 days	Mon 12/...	Mon 12/...
3	Pat Springer	1,128 hrs							
Project			ID	Task Name	Units	Work	Delay	Start	Finish
Telemarketing - Winter			32	MS Access Update: ...	100%	8 hrs	0 days	Tue 12/4/01	Tue 12/4/01
4	Michelle Daraban	336 hrs							
Project			ID	Task Name	Units	Work	Delay	Start	Finish
GFS - Dec			51	Validate data & merge with GFS database	100%	8 hrs	0 days	Mon 12/...	Mon 12/...
Week of December 9									
1	Interviewers	880 hrs							
Project			ID	Task Name	Units	Work	Delay	Start	Finish
Telemarketing - Winter			26	*Start Telemarketing: Current Stud...	100%	16...	0 days	Mon 11/1...	Fri 12/1...
Telemarketing - Winter			34	MS Access Update: Current Students	100%	8 hrs	0 days	Fri 12/1...	Fri 12/1...
Telemarketing - Winter			33	*End Telemarketing: Current Stud...	100%	8 hrs	0 days	Fri 12/1...	Fri 12/1...
3	Pat Springer	1,128 hrs							
Project			ID	Task Name	Units	Work	Delay	Start	Finish
GFS - April			2	Inventory GFS supp...	100%	8 hrs	0 days	Wed 12/1...	Wed 12/1...
5	Yolanda Bright	312 hrs							
Project			ID	Task Name	Units	Work	Delay	Start	Finish
GFS - April			3	Order GFS supplies	100%	8 hrs	0 days	Wed 12/...	Wed 12/...

WHO DOES WHAT 11/25/01 through 12/22/01

ID	Resource Name	Work						
Week of December 16								
4	Michelle Daraban	336 hrs						
<i>Project</i>		<i>ID</i>	<i>Task Name</i>	<i>Units</i>	<i>Work</i>	<i>Delay</i>	<i>Start</i>	<i>Finish</i>
Quality Svc Records - Reg		14	Review/Edit Survey	100%	8 hrs	0 days	Tue 12/1...	Tue 12/1...