

Medical Office Technology AAS

Program Outcome Trend

Fall 2020 - Spring 2023

Program Outcome	Medical Office Technology	Fall 2020	Spring 2021	Fall 2021	Spring 2022	Fall 2022	Spring 2023	Average
PO 1	Perform medical office procedures that include inputting patient information, appointment scheduling, and patient tracking using an electronic health record system.	100%	-----	-----	90%	-----	100%	97%
PO 2	Utilize a working knowledge of medical terminology as related to body systems, billing and coding, and the use of electronic health records.	64%	76%	69%	76%	80%	85%	75%
PO 3	Demonstrate knowledge of diagnostic and procedure codes using ICD and CPT coding systems for medical billing in healthcare facilities.	80%	80%	83%	83%	85%	85%	83%
PO 4	Apply legal and ethical standards defined by federal, state, and local guidelines to provide patient confidentiality in the healthcare facility and community.	69%	-----	79%	-----	73%	100%	80%
PO 5	Demonstrate technology skills to integrate MS Office products to compose, format, and distribute business documents using word processing, spreadsheet, database, and presentation software.	88%	75%	85%	75%	90%	88%	84%
PO 6	Apply Generally Accepted Accounting Principles (GAAP) to record business transactions and prepare financial statements using a manual and computerized accounting system.	72%	-----	80%	-----	81%	70%	76%
PO 7	Interact in a business professional manner with supervisors, co-workers, and customers using written and oral communications skills for the business environment.	82%	87%	83%	87%	72%	84%	83%
Program Outcome Average		79%	80%	80%	82%	83%	83%	82%

Assesment Criteria: 70% of the students scored 70% or higher on the assessment tool used for each course student learning outcome.
An average of course SLO assessments is used as the percentage of each Program Outcome.