



MAPE Program

End of Semester Course Report

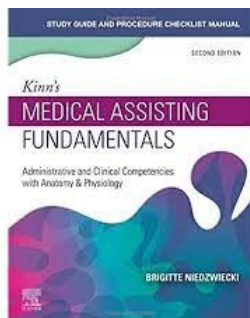
1. Course Number and Name: MAPE 130-Medical Business Finance MA I
2. Year / Semester: 2024 Spring (8 week 1)
3. Course Faculty: Dr. Brian Dankowski, DNP, MSN-Ed, RN, CCMA

COURSE STATISTICS

4. Theory Ratio 8:1 Practicum Ratio No practicum
(Student to faculty ratios: Please use the number of students at the beginning of the semester for these.)
5. Final Theory Outcomes:
 - a. Percent Passed: $7/8 = 87.5\%$
 - b. Percent Failed: $1/8 = 12.5\%$
 - c. Range of Scores: 53.5%-98.6%
6. Final Clinical Outcomes:
 - a. Percent Satisfactory: $7/8 = 87.5\%$ ter Percent Satisfactory
 - b. Percent Unsatisfactory: $1/8 = 12.5\%$ nter Percent Unsatisfactory
7. Course Attrition:
 - a. Beginning number of students: 8
 - b. Withdrawals: 1
 - c. Incompletes (with expected date of completion): 0

THEORY EVALUATION

8. Textbooks used and evaluation of each:
 - Kinn's Medical Assisting Fundamentals (2022) Administrative and Clinical Competencies with Anatomy & Physiology (2nd ed.) St. Louis, MO. ISBN- 978-0-323-82450-7



Students enjoy this book and the online resources. Strong in class activities that can be adapted for didactic portion of class.

- Hartman Publishing (2019). *Hartman's complete guide for the EKG technician*. Albuquerque, NM: Hartman Publishing, Inc. ISBN-978-1-60425-107-4



Workbook Hartman's Complete Guide for the EKG Technician.
ISBN-9781604251524

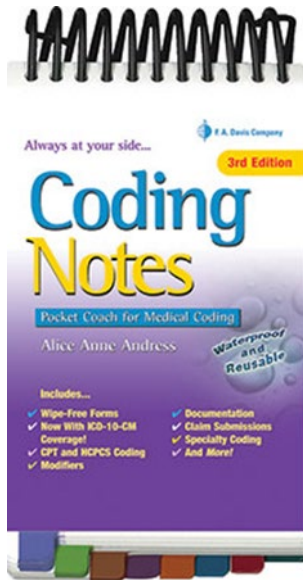
Easy to read and understand. The workbook assignments reinforce key concepts and prepare students to practice in the skills lab. Strong positive student feedback for the use of this book and the Workbook.

- American Psychological Association (2020). *Publication manual of the American psychological association*. (7th ed.) Washington, DC: American Psychological Association. ISBN-13: 978-1433832161



All students have not taken their English courses at this point in the program. This book provides an easy to understand reference for in text citations and reference lists in APA format.

Susan King Strasinger
Marjorie Schaub Di Lorenzo
ISBN-13: 978-0-8036-7565-0



Students found this tool to be useful both during clinical and for their course assignments.

National Health Career Association Online Access for the following components. – Required

***Students must purchase the following modules online through NHA at the following website.

<https://www.nhanow.com/>

1. MA SkillsBuilder: Clinical
2. MA SkillsBuilder: Administrative
3. CCMA Medical Assistant Online Practice Test 2.0
4. CCMA Medical Assistant Online Study Guide 2.0
5. Certified EKG Technician (CET) Online Practice Test 2.0
6. Certified EKG Technician (CET) Online Study Guide 2.0
7. Certified Phlebotomy Technician (CPT) Online Practice Test 2.0
8. Certified Phlebotomy Technician (CPT) Online Study Guide 2.0.

NHA Modules for MAPE 130:

- Patient Registration
- Beginning the Visit
- Coding the Visit
- Billing the Visit

Students are engaged and active with the online modalities for NHA. They had strong feedback. It is easy to navigate and helps emphasize key content for their exam/credentialing exam.

9. Weekly content: See attached theory schedule.

10. Special Experiences related to student learning outcomes and competencies: Students have 1 clinical rotation for this course where they can apply the concepts they have learned. Students shared their takeaways.

11. Teaching Methods:

This course used an online (WebCampus) format consisting of weekly required reading

assignments, including evidence-based practice literature, and discussion questions with posted responses and additional required responses to other students, written summaries, National Health career Association (NHA) modules and activities. Learning activities included demonstration of ability to analyze material available directly through the course and through online content-related websites, learning resources available through Great Basin College's library services, as well as the virtually unlimited resources available through the Internet that related to the topics studied. Students had a total of eight (8) weeks to complete eight (8) Learning Modules. Students were expected to finish every assignment for each learning modules as scheduled. Students had 7 weeks of skills lab activities where they complete NHA modules in advance to be prepared to have a scholarly discussion.

PRACTICUM/CLINICAL EXTERNSHIP EVALUATION –No practicum was required

12. Practicum Site Evaluation – Golden Health Family Medical Center. Students had one on one clinical time for front office and back office.

(Please list strengths and/or limitations specific to each site)

Students received mentorship in the patient check-in process, billing, coding, scheduling, confirming appointments, and implementing HIPAA requirements in the front office setting. .

13. Briefly describe any concern(s) regarding practicum site(s) used.

None. The clinical site provided a rich clinical experience for students.

14. Practicum changes and reason(s):

None

15. Special Experiences related to student learning outcomes and competencies:

[Click here to enter text.](#)

16. Teaching Methods

Online pedagogy with online discussions, peer responses, online modules, and weekly quizzes.

FULL COURSE OVERVIEW

17. What worked well and reason(s):

NHA Modules worked well in preparing students for the Clinical/Practicum as well as theory.

Focusing on medical business practices and finances for medical assistants.

Conducting all aspects of the course online was instrumental to student learning and allowed for flexibility in their clinical schedules. They were then able to apply this knowledge in a meaningful way during their Front Office/Scheduling clinical.

Learning content was foundational to the MAPE Students.

18. Anticipated Changes-

No anticipated changes. Students responded positively to this course and performed well in their quizzes, projects, and final exam.

19. Changes to weekly content and reason(s): None at this time Would like to see the course continue to run for ongoing evaluation.

20. Changes to point allocation and reason(s): None

21. Other changes and reason(s):

Offer final online rather than in person. There are two fewer computer labs for testing on campus, and for an online course it would be acceptable to have an online final exam.

SLO Survey Results:

80% of respondents awarded a rank of 4 for the metrics of preparation, feedback, and encouragement

100% of responded awarded a rank of 5, timeliness, communication, content, application of content, and course expectations.

Overall rating of the course was a 5= Excellent.

22. Administrative:

- a. Syllabus has been saved to file. ✓
- b. The course was backed up on WebCampus. ✓
- c. Grades have been entered. ✓
- d. Grade book has been saved to file. ✓
- e. Curriculum map has been updated with all changes made and filed. x

Faculty Signature(s): Dr. *Brian Dankowski, DNP, MSN-Ed, RN, RN*

Date: 5.10.2024

Directions: Complete and save in Dropbox/MAPE Shared Files/Course Reports along with syllabus, grade book, curriculum map