

KALAMAZOO VALLEY COMMUNITY COLLEGE  
MAT ADVISORY COMMITTEE  
Minutes of the April 23, 2015 Meeting  
6:00 p.m.  
Room 7334

The meeting was called to order by Mary Dey, CMA-AC (AAMA) at 6:15 p.m.

**Present:**

Mary Dey, CMA-AC (AAMA) –MAT Program Director  
Lori Haley, CMA (AAMA) – Faculty  
Rusty Dowling, CMA (AAMA) – Former Faculty/Secretary  
Patti Hostetler, CPC – Faculty  
Cindy Lee, CPC-- Employer  
Sarah Noonan, CMA (AAMA) –Faculty  
Kathy Stuu, CMA-A (AAMA) –Faculty  
Kim Terpstra, CMA (AAMA), CPC  
Cindy Welch, CMA-AC (AAMA) – Employer  
Lindsey Tomancik – Student Rep  
Ken Brink –Public Member  
Donna Roberts – Student  
Annette Stewart - Student

**Absent:**

Jim Taylor – Dean of Health and Public Services	Michael KU, DO – Medical Director
Kathy Higashi – Former Student	Jill Vroegindewey, CMA (AAMA) – Employer
Jillian Smalley, CMA (AAMA) – Graduate	LaShonda Wells -- KVCC Counseling
Amanda Palik – Graduate	

Minutes of the December 10, 2014 meeting approved as distributed.

**Report of the Program Director:**

- Graduate surveys were distributed for review. Employer surveys were discussed as well.
- ARF was distributed. Explanation of the new format and outcomes was discussed. The April 9, 2015 letter from the Medical Assisting Education Review Board was also attached for review indicating that all thresholds were met.
- AAMA Certification Exam results 2009-2013 were distributed and discussed. KVCC students continue to receive higher scores than is required by the Certifying Board of AAMA. Of the 15 students who took the exam in 2013, 12 passed (80%). Discussion ensued about the importance of credentialing and reasons why students should take the exam sooner rather than later. Of the three fails in 2013, all were students who waited many months following graduation to take the exam.
- Update on facility plans: the blueprints for the new facility were available for review by committee members wishing to.
- Accreditation site visit change. Mary announced that the accreditation will be moved up by six months from 2019 to 2018. This could be problematic for the program if the new facility is not completed in time. This has been discussed with Dean Taylor and VP Bertch.

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- Update on certification requirements: Students can now sit for the exam sooner than the past 3 month span, which is good news for both students and the program. Hopefully it will encourage students to sit for the exam if they don't have to wait so long.
  - Mary received comments from committee member Vroegindewey, who stated when she visited some practices, she heard that two had Meaningful Use dollars taken back, and Jill wondered if KVCC could educate employers and students on Meaningful Use. The Advisory Committee does not feel that this could be done without more specific data, as Meaningful Use covers so many areas. At the last Advisory Committee meeting, instruction in Meaningful Use was encouraged and the faculty indicated that they were teaching and discussing that material in a couple courses.
  - Due to the Coding Program no longer being taught at KVCC, there will be a book change in the Fall. The new book will contain both the clinical and administrative areas, and will be cost saving for the students to only have to purchase one textbook and one textbook and workbook.

63 **Unfinished Business:**

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- MAT 206 was changed to an online format and was approved by Course and Curriculum in March. This will take effect next summer.
  - Addition of prereqs: HCR 116 (Medical Terminology) and MATH 100 (Health Careers Math) goes to Course and Curriculum in May, then will go to Academic Leadership, if approved. This will not be done in time for Fall 2015, but will go into effect in 2016. Concern from faculty – will the students still be working with Stella, and per Mary the answer was yes.

71 **New Business:**

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- The new *Standards and Guidelines for the Accreditation of Educational Programs in Medical Assisting* were approved in March, 2015, and become effective immediately. Effective with the new standards, one outcome will need to be posted on the college website (Standard V.A.4.)
  - Discussion regarding new products or services out there that the committee feels should be incorporated into the program:
    - bariatric exam table with foot pedal
    - new blood drawing chairs, including bariatric size
    - thigh cuff (faculty said we already have these)
    - wheelchair to accommodate bariatric patients
    - scale to accommodate bariatric patients
    - stools in bathrooms should be reinforced and not wall mounted to accommodate bariatric patients
  - Mary requested that anyone having other suggestions for products/services to please get in touch with her so they can be added to the list.
  - Cindy shared that Borgess has switched from Visions to Athena for their practice management software.
  - Cindy shared that Career Quest has closed. It was reported at the last meeting that Everest is teaching out their students and will close in June.

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91 The meeting was adjourned at 7:25 p.m.

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93 Rusty K. Dowling, CMA (AAMA)

94 Secretary