

MEDICAL ASSISTING

Consensus Support Document Career Technical Credit Transfer (CT²)

Introduction:

Amended Substitute H.B. 66 has directed the Ohio Board of Regents to work collaboratively with the Ohio Department of Education's Office of Career-Technical and Adult Education (CTAE), public adult and secondary career technical education and state-supported institutions of higher education to establish criteria, policies, and procedures by April 15, 2007, to transfer agreed-upon technical courses from one system to the other.

The intent of H.B. 66 enables students to take equivalent technical courses anywhere within the public educational system and transfer technical credits without unnecessary duplication or institutional barriers. The CT² initiative will build upon the existing course equivalency system created by H. B. 95. H.B. 95 created transfer assurance guides to facilitate transfer between two- and four-year colleges and universities. Together H.B. 95 and H.B. 66 serve as the largest curriculum revision effort in Ohio's history.

Learning Outcomes:

Learning outcomes form the basis for a system of equivalency. Thus, a selected group of Medical Assisting educators and administrators were empanelled to define a set of learning outcomes for Medical Assisting. The outcomes articulate the set of skills and knowledge needed to transition, in selected technical courses, from career technical institutions (secondary and adult) to state-assisted institutions of higher education in Medical Assisting. These learning outcomes do not supersede or replace credentialing or licensing examinations, if applicable, nor do they usurp the authority of state or national accrediting bodies.

The Medical Assisting learning outcomes are found in a document titled "*Medical Assisting Program Outcomes*," which was created by the CT² Faculty Medical Assisting Technology Panel and supported on January 26, 2007 as its recommendation. In addition to the program outcomes, the panel supported a companion document titled "*Essential Program Outcomes*," which were culled from the larger and more comprehensive document. **Both documents acknowledge the limitations of practice for unlicensed care givers as defined in the Ohio Revised Code (ORC 4731-23). It is understood that the Medical Assistant works for and under the direction of physicians. Tasks for Medical Assistants are delegated by physicians or governed by physician-approved protocols.**

The outcomes listed in either document represent the content found in Medical Assisting programs as defined by published documents from the American Association of Medical Assistants (AAMA) – *AAMA Role Delineation Study*, Commission on Accreditation of Allied Health Education Programs (CAAHEP) – *Educational Competencies for the Medical Assistant*, written by the Curriculum Review Board (CRB) of the American Association of Medical Assistants (AAMA) Endowment. Additional documents include those from the Ohio Department of Education (ODE) – *Integrated Technical and Academic Competency (ITAC)*.

The listed outcomes were chosen by the CT² faculty panel as eligible for college credit when students from career technical and adult workforce education matriculate to post-secondary education.

Establishing the Industry Standard:

Two national entities accredit Medical Assisting educational programs in the United States. The first is The Commission on Accreditation of Allied Health Education Programs (CAAHEP) and the second is The Accrediting Bureau of Health Education Schools (ABHES). The latter accredits private post-secondary institutions and is not appropriate for this initiative. CAAHEP accreditation is only available to post-secondary Medical Assisting programs (public and private). Thus, secondary workforce education programs in Medical Assisting are not eligible for accreditation via CAAHEP.

Two professional credentials are available to persons working as Medical Assistants (Ohio does not have licensure for medical assisting). Both are voluntary national credentials with the first being the Certified Medical Assistant (CMA) and the second being the Registered Medical Assistant (RMA). The CMA credential is available only to applicants who have completed CAAHEP accredited post-secondary programs, and is administered by the American Association of Medical Assistants (AAMA). The RMA credential is offered by The American Medical Technologists (AMT) and is available to persons having completed non-CAAHEP accredited secondary, or post-secondary medical assisting programs of study. Therefore, the RMA credential is available to those having completed public secondary workforce and adult workforce education Medical Assisting programs in Ohio.

Elements Affecting Transfer of Credits:

Two considerations impact transfer of credits from career technical institutions to CAAHEP accredited post-secondary Medical Assisting programs.

1. Residency requirements/policies of post-secondary institutions.
2. Locally established bilateral transfer agreements between public colleges and career technical institutions.

Residency Requirements. Public two-year colleges in Ohio have residency policies that may limit the amount of credit that can be transferred from other institutions and applied toward graduation requirements. Residency policies require candidates for graduation to take a defined number of courses from the degree granting institution.

Locally established bilateral transfer agreements. CT² establishes a statewide minimum guarantee of transfer that transcends local agreements, but accommodates local transfer agreements particularly when such agreements exceed the statewide minimum guarantee. On balance, local agreements prevail when they offer greater transfer of credit.

Two Career Pathways Emerge:

The panel recognizes two distinct professional pathways for those working in Medical Assisting and has accommodated both (see attached flow chart).

Pathway One: Students from CAAHEP accredited adult workforce education programs.

Pathway Two: Students from non-CAAHEP accredited secondary workforce and adult workforce education programs.

Conclusion:

In support of H.B. 66, and in an effort to formalize a state-wide guarantee of college credit and to facilitate movement of students from career technical and adult workforce education to state-assisted colleges and universities the Medical Assisting Technology Panel has reached consensus on the

outcomes listed in the document titled *Medical Assisting Program Outcomes* and *Essential Program Outcomes* dated February 22, 2007. The following two pathways are identified (see attached flow chart).

Pathway One. Students transferring from Ohio Department of Education approved, CAAHEP accredited adult workforce education programs to CAAHEP accredited Medical Assisting programs at public post-secondary institutions will . . .

- Hold the Certified Medical Assistant® credential (CMA-AAMA) awarded by the Certifying Board of the American Association of Medical Assistants and have completed an Ohio Department of Education approved, CAAHEP accredited medical assistant program.
- Receive the minimum statewide guarantee for CMAs (8 semester or 12 quarter hours of college credit).
- Meet institutional or program admission requirements of the receiving institution (e.g., ACT or SAT).
- Satisfy the residency requirements of the degree granting institution.
- Satisfy additional degree requirements associated with basic related or general education studies.

Pathway Two. Students transferring from Ohio Department of Education approved Medical Assisting secondary workforce or adult workforce education programs to CAAHEP accredited Medical Assisting programs at public post-secondary institutions will . . .

- Hold the Registered Medical Assistant credential (RMA-AMT) awarded by the American Medical Technologists and have completed an Ohio Department of Education approved Medical Assisting program.
- Receive the minimum statewide guarantee for RMAs (8 semester or 12 quarter hours of college credit).
- Meet institutional or program admission requirements of the receiving institution (e.g., ACT or SAT).
- Satisfy the residency requirements of the degree granting institution.
- Satisfy additional degree requirements associated with basic related or general education studies.

CMAs and RMAs may seek transfer to public colleges and universities to pursue the Associate of Technical Studies (ATS) degree. The ATS degree is an alternative to the associate in applied science with a medical assisting major. Locally developed transfer agreements between public entities may provide yet another pathway by granting more credit than established by the CT² statewide agreement.

April 16, 2007 Draft Consensus Support Agreement Medical Assisting Sixth Reading Without Strikeouts