

2020 Annual Report

MAERB

Institution Name: **Haywood Community College**

City, State: **Clyde, NC**

ID Number: **3608**

Program Type: **Associate Degree**

Status: **Submitted 4/30/2021**

Year	Retention	Graduate Participation	Graduate Satisfaction	Job Placement	Employer Surveys Sent	Employer Satisfaction	Exam Participation	Exam Passage	# Graduates by Admission Year	# Graduates by Year of Graduation
	>=60%	>=30%	>=80%	>=60%	=100%	>=80%	>=30%	>=60%		
2019	63.64%	80.00%	100.00%	80.00%	100.00%	100.00%	60.00%	100.00%	5	5
2018	70.00%	31.25%	100.00%	81.25%	100.00%	100.00%	100.00%	87.50%	5	16
2017	62.50%						100.00%	90.91%	5	11
2016	100.00%						96.30%	84.62%	16	27
2015	84.62%						92.86%	92.31%	11	14
Cumulative	79.31%	42.86%	100.00%	80.95%	100.00%	100.00%	94.52%	88.41%	42	73

General Information

The MAERB requires that every program fill out this information every year, even if the information has not changed from the previous year. The information allows us to doublecheck our database records and ensure that we have the most recent information.

- Award type (choose one: certificate, diploma, associate degree)
Associates Degree
- Number of credit or clock hours of the accredited program?
74-75
- How many semester/half-semester/quarters/modules is the program? Please specify the term type (for example, 4 semester or six quarters) in your response.
5 semesters
- What is the approximate percentage of students who enroll as full-time students?
100%
- How many full-time medical assisting faculty does your program currently employ?
1
- List the full names of full-time faculty (including the Program Director if applicable).
Larry Davis Program Director/ Faculty
- How many part-time or adjunct faculty (faculty who teach courses specific and unique to the medical assisting curriculum) does the program employ?
0
- List the full names of the part-time or adjunct faculty members.
N?A
- Which of the following does your program use: 1. a trigger course to define your admission cohort or 2. a formal admission process which is specific to your MA program? Please see policy #205 in the MAERB Policy Manual. If your program uses a formal admissions process, you may not determine your admission cohort based on a Trigger Course. Call your Program Manager if you have any questions.
Trigger course
- If you use a trigger course, supply the following information: alphanumeric abbreviation (e.g., MA 101) and term in which the trigger course is taught in the sequence of the program (e.g., first quarter or second module). If you use a formal admission process, answer "Not Applicable."
MED 130 second semester of the program.
- Are you using either the same trigger course or the same admission process for all five years of retention data on your current ARF?
Yes
- In July 2020, because many employers do not complete employer surveys for legal reasons, the MAERB removed the 30% threshold for Employer Survey Participation; instead, the new outcome will be that an Employer Survey must be sent to every employer who hired a graduate as a medical assistant or in a related field for the employer to fill out. The response rate, however, will no longer be counted as an outcome. Because of this change, please tell us how you obtain the important information from employers about the effectiveness of your program's curriculum and the skills of your graduates. Please go into detail.
I send out the surveys, I also have a great relationship with the employers in our community and follow up with them as well.

Enrollment, Retention and Graduation

Status: Submitted

MAERB Retention Threshold: 60%										
Enrollment Date Month/Year	Number of New Students Enrolled in the Admission Cohort	Number of new Students Transferring In (from another school or program)	Total # of Students in the Admission Cohort	# of Students that are still "In-Progress" or "Stopped Out"	Attrition (# who dropped out) for Non-Academic reasons	Attrition (# who dropped out) due to Gen Ed courses	Attrition (# who dropped out) due to Professional (i.e., MA) courses	# of Admission Cohort that has Graduated as of today		
January/2019	11	0	11	2	1	0	3	5		
Graduates for cohort/s admitted 2019									5	63.64%
August/2018	9	1	10	2	2	1	0	5		
Graduates for cohort/s admitted 2018									5	70.00%
August/2017	8	0	8	0	2	0	1	5		
Graduates for cohort/s admitted 2017									5	62.50%
August/2016	16	0	16	0	0	0	0	16		
Graduates for cohort/s admitted 2016									16	100.00%
August/2015	13	0	13	0	2	0	0	11		
Graduates for cohort/s admitted 2015									11	84.62%
Cumulative Total	57	1	58	4	7	1	4	42		79.31%

Graduation Year Data Reporting

The number of graduates in a calendar year is rarely the same as the number of graduates from the admission cohort. Please contact your program manager before submitting the ARF to avoid a possible \$200 administrative charge for incorrect data. Status: Submitted

Year of Graduation	Total number of students who graduated in the calendar year regardless of when the students entered the program.
2019	5
2018	16
2017	11
2016	27
2015	14
Cumulative Total	73

Graduate Survey Results

Status: Submitted

MAERB Participation Threshold: 30%; MAERB Satisfaction Threshold: 80%									
Year of Graduation	# of Graduates	# of Grad Surveys Sent	# of Graduate Surveys Returned	Graduate Survey Participation %	# of Positive Responses - Cognitive	# of Positive responses - Psychomotor	# of Positive responses - Affective	Number of Surveys with Overall Positive Responses	Graduate Survey Satisfaction %
2019	5	5	4	80%	4	4	4	4	100%
2018	16	16	5	31.25%	5	5	5	5	100%
Total	21	21	9	42.86%	9	9	9	9	100%

Job Placement Results

Status: Submitted

MAERB Positive Job Placement Threshold: 60%					
Year of Graduation	Total Number of Graduates	# of Grads who became Employed as Medical Assistant OR a Related Field	# of Grads who continued with education OR went into military	All other graduates who either didn't get a job as a MA or in a related field, didn't continue with their education or go into the military, or whose status is unknown	Positive Placement Rate
2019	5	4	0	1	80%
2018	16	12	1	3	81.25%
Total	21	16	1	4	80.95%

Employer Survey Results

Status: Submitted

MAERB Employers Surveys Sent Threshold: 100%; MAERB Satisfaction Threshold: 80%										
Year of Graduation	# Employed as MA or Related Field	# of Employer Surveys	Employer Surveys Sent %	# of Employer Surveys	Employer Survey Participation	# of Positive Responses - Cognitive	# of Positive Responses - Psychomotor	# of Positive Responses - Affective	Number of Surveys with Overall Positive Responses	Employer Survey Satisfaction

	Related Item	Sent	Sent %	Returned	%	Cognitive	Psychomotor	Affective	Responses	%
2019	4	4	100%	4	100%	4	4	4	4	100%
2018	12	12	100%	7	58.33%	7	7	7	7	100%
Total	16	16	100%	11	68.75%	11	11	11	11	100%

Credentialing Exam Outcomes

Status: Submitted

You must check the data that has been labeled into the locked charts below very carefully. If there are errors and/or if you need to add exam data from other exams, please look at the ARF instructions for guidance.

Failure to inform the MAERB office of errors or additions and the submission of incorrect information will result in the program being assessed a \$200 administrative fee.

Participation

MAERB Participation Threshold: 30%									
	Year of Graduation	Total # of Graduates	# who took CMA (AAMA) exam	# who took RMA (AMT) exam	# who took NCMA (NCCT) exam	# who took CCMA (NHA) exam	# who took CMAC (AMCA) exam	# who took MORE THAN ONE different exam	Exam Participation Rate %
	2019	5	3	0	0	0	0	0	60%
	2018	16	16	0	0	0	0	0	100%
	2017	11	11	0	0	0	0	0	100%
	2016	27	25	1	0	0	0	0	96%
	2015	14	12	1	0	0	0	0	93%
	Total	73	67	2	0	0	0	0	95%

Passage

MAERB Passage Threshold: 60%									
	Year of Graduation	Total # of persons who took an exam	# passing CMA (AAMA) exam	# passing RMA (AMT) exam	# passing NCMA (NCCT) exam	# passing CCMA (NHA) exam	# passing CMAC (AMCA) exam	# who passed MORE THAN ONE exam	Exam Passage Rate %
	2019	3	3	0	0	0	0	0	100%
	2018	16	14	0	0	0	0	0	88%
	2017	11	10	0	0	0	0	0	91%
	2016	26	21	1	0	0	0	0	85%
	2015	13	11	1	0	0	0	0	92%
	Total	69	59	2	0	0	0	0	88%