

Minutes of the Medical Assisting Advisory Committee Meeting

Time: 9:00am to 10:00am

Date: Friday, May 17, 2024 @ 9am

Place: ZOOM

Core Community Committee Members as shown on District approved 2023-2024 Career Technical Education (CTE) Advisory Committee Members List:

- Lisa Arciga - Siyan Clinical
- Jonathan Richards - Sutter Pacific Medical Foundation
- Judy Dittmer - St. Joseph Health/Providence
- Carri Kapstrom - Kaiser

Core Community Members in Attendance:

- Lisa Arciga - Siyan Clinical
- Jonathan Richards & Marco Guzman - Sutter Pacific Medical Foundation
- Shannon Tinsley (proxy for Judy Dittmer) - St. Joseph Health/Providence
- Michelle Marble (proxy for Carri Kapstrom) - Kaiser

Other Community Members in Attendance: None

Absent: None

SRJC Faculty, Staff, and Administrators in Attendance:

- Kat Slusser (SRJC MA Program Coordinator)
- James Sweeny (SRJC Counselor)
- Jessica Longoria (SRJC Counselor, MA Liaison)
- Rachel Smith (SRJC Workforce Programs)
- Megan Rhodes (SRJC Job Developer)

Invited Guests in Attendance: None

Was there a quorum: Yes

- 1. Call to Order:** Kat Slusser - Opened the meeting at 9:05am
- 2. Welcome/Introductions:** All members, guests, and faculty introduced themselves
- 3. Approval of Minutes of Last Meeting:** All approve as submitted
- 4. Confirmation of Core Members, Committee Chair and updated contact information**
 - Committee Chair changed from Jonathan Richards (Sutter) to Marco Guzman (Sutter)
 - Committee members who agreed to remain as core members:

- Marco Guzman for Sutter Pacific Medical Foundation (chair)
- Judy Dittmer/Shannon Tinsley for Providence
- Carri Kapstrom for Kaiser
- Lisa Arciga for Siyan Clinical

5. Public Comments

- **Job Growth/Skills Needs –**

- Jonathan & Marco (Sutter) –
 - Not currently requiring certification in the MA 1 role, which is entry level. MA 2 position does require certification.
 - All MA positions are both clinical & admin.
 - Always hiring as they expand and grow.
 - No need for MAs to do phlebotomy.
 - Admin skills need increasing relating to artificial intelligence (AI) as it relates to inbasket duties, and electronic prior authorizations for pharmaceuticals and medical devices.
 - Still wanting good soft skills and the ability to speak up and not be so quiet.
 - Very impressed with the quality of our graduates compared to other MA schools in the area.
 - In primary care, MAs do injections, but in specialty areas injections are generally not done.
 - Sutter is working on quality improvement for the MA role.
 - Phlebotomy – no need.
- Shannon (Providence) –
 - Biggest MA hiring need is in Humboldt County, even using traveler MAs. They're recruiting from Marin County to fill the hiring needs in Humboldt.
 - No certification requirement upon hire. Hiring MAs in to "associate MA" role with no experience, then at 6 months they ladder to MA 1 position. At that 6 month mark, certification is then required. Accept state CCBMA as well as Medical Board of CA approved certification bodies.
 - Skills – MAs do injections and capillary puncture like A1Cs and hematocrits and fingerstick blood sugars.
 - Don't use MAs for phlebotomy.
 - JC externs are their favorite, the quality of students from this program by far outrank all other MA programs in the area.
 - The admin portion of our program sets us apart from the other programs in the area, because they are not teaching the admin skills, and MAs around here need to be able to do admin skills.

- Michelle (Kaiser) –
 - Kaiser does require certification upon hire, CCBMA or national.
 - Currently hiring.
 - Doing some shuffling with the MA role to make sure all MAs are working to their full scope.
 - Some MAs give injections, some don't.
 - Also recruiting from their MAs to see who might want leadership roles.
 - Emphasis on the soft skills.
 - Phlebotomy needs are A1C mostly, but no plans in the near future for MAs to do phlebotomy because Kaiser is working on getting their LVNs to do it.
 - Students coming from our program are much better trained in the admin skills than students coming from other programs.
- Lisa (Siyon Clinical) –
 - In the past, only required MAs there to do mostly admin skills.
 - MA role there is expanding to do more clinical skills like self-administering eskatamine, UAs for drug screening, and may soon have the MAs do injections.
 - They train their MAs to get certified to do transcranial magnetic stimulation (TMS), and they if the MA does TMS, they also need to be certified either through CCBMA or one of the national certs.
 - Currently hiring into 2 positions, and looking for certified MAs.
 - When clinical research trials are running, the MA does need to be able to do phlebotomy.

6. Unfinished Business:

- None

7. New Business:

- There have been no significant changes to the MA program. A few years back, our MA program was shortened and realigned with what our clinical sites and students were asking for.
- We will continue to offer this current program schedule and curriculum.
- The MA program currently takes 30 new students every Fall. They continue through Spring, then they are ready to start externship every Summer.
- MA has been doing more outreach to high school students, and working with the high school counselors to get students connected to entry to the MA program.
- The incoming class in Fall 2024 currently shows 17 students. We have been doing outreach efforts, and are hoping for a few more students.

8. Discussion Items:

- None

9. Update From the Dean:

- None

9. Action Items:

- Next MA Advisory Board Meeting tentatively scheduled for Fri, Dec 13, 2024 from 9-10am on zoom.

10. Adjournment: Meeting was adjourned at 9:45am.