**Medical Office Program Advisory Committee Work Plan**

**2014-15**

|  |  |  |  |
| --- | --- | --- | --- |
| **Annual Goal Area** | **Strategies** | **Timeline** | **Advisory Committee Member Participation** |
| **CURRICULUM**  **Goal(s):** |  |  |  |
| 1. Review Business-Medical Office Technology Programs and Curriculum. | Review and provide input into recommended changes to the BMED program and curriculum.  Create a healthcare common core of courses. | Ongoing  Completed | All |
| 1. Review possible RHIT program to include curriculum and economic forecast. | Need committee support to present program  to IPT. | Vote summer 2014  IPT presentation fall 2014 | All |
| **FACILITIES & EQUIPMENT**  **Goal(s):** |  |  |  |
| 1. Evaluate program equipment needs to ensure that students are adequately prepared for responsibilities in the medical office and/or hospital. | Provide input into program’s 3-5 year equipment plan. | Ongoing | All |
| 1. AHIMA Virtual Lab | Need committee support/vote | Summer 2014 | All |