

Outcome 1	Measurable Criteria	Measurement Tool	Time Frame
Medical Transcriptionist students will find jobs in their field of study.	80% of job –ready students will be employed in a Transcriptionist position within 1 year.	DLOA database provided by Research Analyst from previous 2-year period.	Collect data continuously throughout 2001-03. Analyze data every other year.
<p>Results: The Washington State Job Training Results provides no data, as there must be at least 25 students who have completed the program and who are employed. This criteria is used to protect the privacy of individual students and to meet statewide data reporting guidelines.</p>			
<p>Analysis and Action:</p>			

Outcome 2	Measurable Criteria	Measurement Tool	Time Frame
Medical Transcriptionist students will demonstrate proficiency and efficiency in transcribing medical documents.	2a. 80% of declared majors will average 60 net wpm or better on straight copy 5-minute timings. 2b. 80% of declared majors will average 25 production words per minute or better on medical document production tests.	2a. 5-minute straight copy timed writings administered in CIS 250. Scores from Jean Logan & Ellen Reich . 2b. 30-minute production tests administered in CIS 254.	2a. Fall 2001 – Summer 2003. 2b. Winter 2002 to Spring 2003.

Results:
Analysis and Action:

Outcome3	Measurable Criteria	Measurement Tool	Time Frame
Medical Transcriptionist students will demonstrate knowledge of English grammar usage.	80% of declared majors will pass a comprehensive proofreading test with 80% accuracy.	80% of declared majors will pass a comprehensive proofreading test with 80% accuracy—scores provided by D’Etta Kern.	Collect data continuously throughout 2001-03. Analyze data every other year.

Results:
Analysis and Action: