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**Maximizing the Role of the Medical Assistant in the**

**Patient Centered Medical Home**

The Care Transformation Collaborative of Rhode Island, (CTC-RI), in conjunction with Stepping Up (a workforce development training program), is offering a Medical Assistant training program geared to assisting Medical Assistants with being successful in the patient centered medical home primary care practice setting.

Through this program, Medical Assistants will learn essential skills for working as high functioning team members in the Patient Centered Medical Home Primary Care Practice.

**The Training Program will take place in May 2016 over 4 evening sessions**

**Dates:    May 5th, May 12th, May 19th, and May 26th**

**Time:            5:30PM to 7:30PM**

**Location:      Thundermist Health Center – Warwick, 171 Service Avenue Building 2, 1st Floor, Warwick RI**

**Presenter: Debra Reakes, RN**

Debra Reakes, RN works for a large Patient Centered Medical Home Primary Care Medical Office Group in RI. Her current role as Clinical Quality Specialist involves oversight and compliance with quality initiatives internally, training of Providers/Clinicians and staff and assisting with quality improvement.  Debi graduated from Rhode Island College in 1987 with a BS in Nursing and BA in Biology. She has Nursing experience in Primary Care, Community Health Centers, Specialty Physician Practices, Visiting Nurse Services, and Hospital settings; also she has been a super user for Electronic Health Record implementation in several different positions using different software and is a past presenter for Medical Assistant Training programs.

**Cost**: CTC will utilize the Partner in Best Practice funds to help off-set the cost of the program, together with applying for a grant through the Governor’s Workforce Development Board.  Funding does not include the cost for the medical assistant time at the program.

Light refreshments will also be served at each session.

**Registration**:

* Practices are asked to select and have 1 Medical Assistant per Practice Site register for the Medical Assistant Training Program, preferably someone who can attend all 4 evening training sessions;
* If the same Medical Assistant is not able to attend all 4 sessions, the practice is responsible for sending a replacement Medical Assistant; future Partnering in Best Practice funds will be charged if a replacement medical assistant does not attend;
* Based on registration response, CTC will notify you if practices can send more than 1 Medical Assistant per practice site;
* Practices could elect to send a practice trainer in lieu of a Medical Assistant;
* Space is limited and is available on a first come first served basis for up to 25 Medical Assistants; (we will consider a 2nd training in the Fall pending response rates)
* Upon completing registration, you will be emailed subsequent calendar invitations for the 3 remaining training sessions on May 12, May 19, and May 26;
* Registration deadline is April 28, 2016.

**Registration Link:** <https://www.eventbrite.com/e/maximizing-role-of-medical-assistant-in-the-patient-centered-medical-home-tickets-24241754741>

**Please contact Candice Brown at:** **Candice.Brown@umassmed.edu** **with any questions.**



**See Below for Program Details**

Module description:

**Module 1**

* PCMH Overview
* Critical Thinking Skills
* Listening Skills
* Motivational Interviewing basics
* HIPAA
* Medication Reconciliation
* Phone Communication
* Abbreviations
* Daily Huddle
* Pre-visit Planning

**Module 2**

* Health Maintenance and Disease Prevention
* Standards of Care Adult and Pediatric
* Screening Tools
* Part 1: Chronic Diseases (Anxiety, Depression, DM, Obesity, Renal)
	+ Diabetic Foot Exam

**Module 3**

* Part 2: Chronic Diseases (Asthma, CAD, COPD, CHF)
* Discussion on Immunization Guidelines, Storage and Handling, Nebulizer Treatment (mixing of Meds) and Point of Care (WAIVE Testing) in prep for Competency class 4
* Emergency Department and Hospital TOC
* Competency- EKG, Nebulizer, PFT/Spirometry, Pulse Oximetry
* High Risk Patients

**Module 4**

Demo, Practice and Signoffs (30 Minutes for 8 students each station)

Station 1:

* + Vital Signs (Temp, Pulse, BP, Respirations, BP, Ht/Wt, BMI)

Station 2:

* + Injection Techniques (IM,SC,ID)
	+ Routine Administration of Medications (Depo/Testosterone)

Station 3:

* Urine Dip, Pregnancy test, Stool for Occult Blood
* Preparing specimens sent to lab - Cervical Pap smear/GC Chlamydia, Urine culture