# Lamar State College-Orange
## Curriculum Committee Program Review Follow-up

**Program Name:** Medical Office Professional  
**Date of Review:** 02-01-2013

### Reviewers:
- Carol Beebe, Laboratory Tech III  
  Review Team Chair
- Bishar Sethna, Institutional Research
- Katie Rather, Institutional Effectiveness
- Debbie Guilbeaux, Administrative Assistant I
- Amber Vickers, Instructor of Accounting
- Thera Granger, Instructor of Pharmacy Technology Program

### Curriculum Committee’s Action(s):
- [ ] approved as is  
- [ ] approved with suggestions  
- [x] approved pending recommendations  
- [ ] not approved

List each of the recommendations made by the Curriculum Committee. Then respond with action that has been taken or action to be taken. Please give approximate dates of implementation(s).

<table>
<thead>
<tr>
<th>Committee’s Recommendation/Suggestion</th>
<th>Response Action</th>
<th>Dates of Implementation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. A Health Electronic Record will be offered in fall 2013.</td>
<td>HIT 1301 Health Data Content &amp; Structure added to MOT curriculum and taught fall 2013.</td>
<td>Fall 2013</td>
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<tr>
<td>2. Medical Coding and Medical Insurance will be available online by spring 2014.</td>
<td>Medical Coding and Billing proposals to offer online have been submitted.</td>
<td>Open pending Distance Education approval.</td>
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<tr>
<td>3. Obtain overload sheets from Carol Turner and Bonnie Dorman to prove necessity for additional instructor.</td>
<td>Overload status has been reviewed. The program utilizes an extra adjunct each semester to provide course overload to the students to ensure completion of certificate and degree plans.</td>
<td>Fall 2013.</td>
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</tbody>
</table>

Program Review Chair: Carol Beebe  
Division Chair: J. Spears  
Date: 2-26-14