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**2019-20 Annual Program Review Update Submitted By:** Maureen Miramontes**APRU Complete for:** 2019-20

**Program Mission Statement:** The mission of the DeAnza College Health Technologies Program is excite, motivate, and to provide many students with quality academic and practical training in the various careers that are offered in the field of Health Technologies. The department hopes to help students to achieve a valuable place in our local and global community. We serve a widely diverse student population including career oriented students, lifelong learners, and those who choose our program to enrich their own knowledge base.

**I.A.1 What is the Primary Focus of Your Program?:** Career/Technical

**I.A.2 Choose a Secondary Focus of Your Program?:** Transfer

**I.B.1 Number Certificates of Achievement Awarded:** 59

**I.B.2 Number Certif of Achievement-Advanced Awarded:** 6

**I.B.3 #ADTs (Associate Degrees for Transfer) Awarded:**

**I.B.4 # AA and/or AS Degrees Awarded:** 8

**I.B.5 Trends in # Degrees Awarded:** I began to require the students upon completion of their externships to come to my office and fill out the application to petition for their certificates. Since they have to come to my office to turn in their time cards and evaluations from the externship site, they can fill out the petition form at the same time. I then personally deliver it to admissions. This avoids the student from forgetting to complete this part and increase my departments awards. By doing the above my certificates of advanced went up from 0 to 6. However due to the decrease in the number of students enrolled this year I believe this dropped the number in COA and degree.

**I.B.6 Strategies to Increase Awards:** Health Technologies has had a guided pathway program in place for many years. Therefore I am encouraging students to take advantage of this program by taking another class or two in order to obtain an additional award. Many of our certificates have the same classes as requirements, therefore the students would only need the specialty class to obtain an additional certificate.

This has already been the case with our clerical to receptionist certificate and our phlebotomy to Lab Assisting.

**I.C.1. CTE Programs: Review of Perkins Core Indicator and SWP Outcomes Metrics:** In reviewing the Perkins Core Indicators, the areas that we are above were Core Indicator 1-4 .

The department still needs to work on Core Indicators 5a and 5b the Nontraditional participants which are a lack of males.

Planned Interventions are to work with OTI, Work to the Future, and EOPS to see what they recommend or help in sending more male students.

We visit many high school campuses as well as participate with the campus visits to share our program in hopes to attract our Nontraditional participants.

**I.C.2 CTE Programs: Labor Market Demand and Industry Trends ::** The California Employment Development Department (EDD) collects data about the state's workforce. These data include

information about the number of people employed in the field, job outlook, and wage information. The California EDD predicts for the period 2020-2025 the number of openings for medical assistants to increase by nearly 11.65%. In California, an average of 680 new job openings per year is expected for Medical Assistants because of the increase in the number of group practices, clinics, and other healthcare facilities that need greater numbers of support personnel that is trained in both administrative and clinical duties.

Projected phlebotomists employment is a growth of 13.31% increase.

Medical Secretaries projected growth is 8.02%

Medical Records and Health Information Technicians projected growth is 8.95%.

The latest advisory board recommendations included preparing our HTEC graduates to work in the medical environment by continuing to improving on their soft skills while still mastering their clinical skills. The students are also being encouraged to be proficient in the electronic medical record system.

Future plans was to change one of HTEC's certificate's of Achievement to Medical Transcribing/Editing. Which has taken place. There is an increase need for a new title of Medical Scribe that branches from the transcriptionist field. This certificate is being used the the Emergency rooms and physicians offices. Currently there is 20,000 Medical Scribe in the U.S, and that number is expected to grow to 100,000 by this year 2020..

**I.D.1 Academic Services & Learning Resources: #Faculty served:**

**I.D.2 Academic Services & Learning Resources: #Students served:**

**I.D.3 Academic Services & Learning Resources: #Staff Served:**

**I.E.1 Full time faculty (FTEF):** 1.1

**I.E.2 #Student Employees:**

**I.E.3 Full Time Load as a %:** 28.4%

**I.E.4 # Staff Employees:**

**I.E.4 #Staff Employees:** 0

**I.E.5 Changes in Employees/Resources:** A big change that has occurred in the department is the departure of our 1/2 Allied Health Specialist who helped with externships and in the classroom. With only one full time faculty which is the program coordinator it becomes extremely difficult to perform coordinator duties and teaching duties. This position allowed more time to teach the current new skills being used in the medical world of today. The only strategy at this point is to rehire.

Due to the current CTE funding, we have 7 TEA's. Some are allied health specialist, and certified phlebotomy technicians. The department has noticed the increase because of the professional expert that assist in the phlebotomy class. This is the program that has the most of our Core Indicator 5a and 5b Nontraditional Participants. With the help of our certified phlebotomy technicians these group of students can receive the support they need and reach their full capacity.

We have began a study session for our Medical Terminology students. They test weekly. We began with 14 of 40 students failing their exams to 3 of 38 presently.

**II.A Enrollment Trends:** Enrollment in the last two years has been relatively consistent. However in 2016-17 the department was up by 377 students. The decrease in the last two years was because the economy is good, families are moving away from the bay area and the current political issues.



**II.B Overall Success Rate:** Overall success rate in the last 3 years has remains at 80% even though the overall number of students have decreased. To maintain the current success rates I have been more cautious in how I schedule classes. One strategy is to avoid offering a class that might not fill and therefore being cancelled.

**II.C Changes Imposed by Internal/External Regulations:** HTEC began to encourage students in the phlebotomy program which is in high demand, to take our stand alone labs 101L and 101M as they wait for externship placement. It has build confidence and readiness for externing in the real world.

**III.A Program Success:** A Program Success is our study sessions that we are holding in medical terminology prior to the weekly exam. The department is finding areas of struggle therefore aiding in areas of success. We have noticed test scores are raising, the students are able to complete the program without having to repeat this core class or withdrawing.

**III.B Enrollment Trends - Equity Lens:** The percentage is pretty consistent in both the program and campus-wide. Intervention early with the skills lab and peer tutoring can identify areas of struggles for these students and aid in their success so there would be less need to withdraw from the course and better test scores.

**III.C Success, Non-Success and Withdraw Rates:** Success rates for African American students is 67%, Latinx 68%, Filipinx 85%, Pacific Islanders 29%, Asian 85%, and White students is 85%. Overall our success rate is very good!

**III.D Equity Planning and Support:** Our equity work has generated the need for a full time Allied Health Specialist. Currently she runs the one study sessions each for two classes, I would like this individual to run more study session to assist those students have a difficult time with their exams.

**III.E Departmental Equity Planning and Progress:** Despite only one full time faculty, the department with the help of advisory committee input has been working on many strategies to improve student success, retention and to decrease the equity gap. We are offering tutoring sessions in our face to face Medical Terminology course. We have seen an increase in test scores. We began with 14 out of 40 students failing their first exams to currently 2 out of 38 failing. Coaching and tutoring has been able to take place because of the departments TEA's and Allied Health Specialists. In order for us to have the best practices the department need more funds for supplies. We hold 11 skills labs and they require a lot of disposable supplies. We have been able to purchase 12 HbgAic hand held analyzers for a class of 40, we need a lot more.

With the help of our Certified Phlebotomy technicians we have improved the safety and enhance the support of our phlebotomy program, avoiding needle sticks.

Our phlebotomy program receives approval from the state (Laboratory Field Services) every two years. Therefore my phlebotomy instructor needs to attend workshops for professional development to bring any changes to the classroom. She should be financial compensated for her 15 hours of work in preparing this approval every two years.

**III.F Assistance Needed to close Equity Gap:** Yes

**IV. A. SLOAC Summary:** An SLO assessment was to have 100% of our student pass with a grade of 70% or better in HTEC 90H SLO3. The overall % was 88%.

**IV.B Assessment Planning:** We would normally assess about 8 per year. The department will be playing catch up within the next two years due to the current changes with ECMS.





**V.A Budget Trends:** As a result of funding we are able to have our Professional Experts assist in the classroom with practical skill for clinical procedures such as phlebotomy, EKG's, injections, basic patient care, sterile technique, finger sticks-this has improved the departments student success in these areas. Prior to this assistance many students were repeating the phlebotomy labs class.

Therefore the department created another lab class that the students could take for more assistance. This is the most popular class for enrollment plus it feeds into the MLT program. Extra hands from our Certified Phlebotomists are needed due to the delicate nature of the phlebotomy technique and for safety reasons as well.

The external funding that we receive for our class assistants is crucial. Due to the delicate nature of the skills that are being taught their help in the classroom which will allow them success out in the real world.

**V.B Funding Impact on Enrollment Trends:** As a result of Perkins and SWP funding for Professional Experts to assist in the classroom with practical skill for clinical procedures such as phlebotomy, EKG's, injections, basic patient care, sterile technique, finger sticks-this has assisted with student success in these areas. Any changes or decreases to the funding will make it difficult to increase enrollment and delay their graduation dates.

We have been able to purchase supplies that are being used in clinics to allow the students the ability to learn how they used prior to going out on their externship. The program has also replaced equipment that has worn out making them safe to use for students.

**V.C.1 Faculty Position(s) Needed:** None Needed Unless Vacancy

**V.C.2 Justification for Faculty Position(s):**

**V.D.1 Staff Position(s) Needed:** Replace vacancy

**V.D.2 Justification for Staff Position(s)::** HTEC had a 50% staff person that has returned to school. The program is requesting it to be 100%. A FT staff is needed for lab support. The program offers 11 skill building hands on labs. The SLO assessments is always to have 100 % of the students pass with a 70% for better. The percentages are always in the high 80's. This additional training allows us to attract clinical sites and thus increase the enrollment.

We perform invasive procedures and it is imperative the lab support help maintain a safe environment for our students. New equipment is planned for the students which was a recommendation by our Advisory Board members. The more equipment that is brought in, the more staff help we need to assist and help train the students. This will help with retention.

One FT staff for administrative, clinical duties and to assist the only FT program coordinator responsible for 715 students.

**V.E Equipment Requests:** Equipment resource requests listed on spreadsheet

**V.F Facility Request:** See Spreadsheet

**V.G Other Needed Resources:** Resource requests listed on spreadsheet

**V.H.1 Staff Development Needs:** Our faculty needs to attend workshops, conferences, etc. to stay current in the field. They also need to be teaching with the current equipment and supplies that are found in the medical world of today.

Failure to attend workshops and failure to demonstrate the use of current equipment will not enhance the students learning experience in the classroom. This request will meet the college mission and strategies goals by allowing students to demonstrate the knowledge and skills through critical thinking to be successful graduates in the Health Tech Program

**V.H.2 Staff Development Needs Justification:** CTE Advisory Board yearly has recommended and advises the department as to the changes in the medical field. They are expecting our instructors to relay the current information to our students. They expect new equipment, textbooks, procedures , knowledge to assist the students in mastering their skills that are required to be successful and a member of the growing health team.

Therefore our program request for our phlebotomy instructor to receive staff development funds and compensation for the every two year getting the paperwork ready for our state approval. Without this approval the program cannot run a Phlebotomy course.

**V.I Closing the Loop:** We keep track of the number of students that have been employed. Assessing the test results during our practicals with the up to date equipment. Keep track of those that pass the national and state exams. Which has been going up every year. The program has a 99.9% pass rate on the National Phlebotomy Exam.

The feedback we receive from clinical sites that hire our students is another indicator of the success we receive from the requested resources.

**Last Updated:** 01/31/2020

**#SLO STATEMENTS Archived from ECMS:** 72

