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Department Chairs/Program Leads: Please press the edit symbol in the right-hand corner to update. Below, the text in bold corresponds both to the name of the box when editing this page and also to the first-column on the APRU worksheet. If you have questions, please contact: papemary@fhda.edu.

 Dept - (BHES) Health Technologies 

For 2017-18 Submitted by:: Maureen Miramontes

APRU Complete for: 2017-18

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: 106

I.B.2 Number Certif of Achievement-Advanced Awarded: 12

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

I.B.4 # AA and/or AS Degrees Awarded: 5

I.C.1. CTE Programs: Impact of External 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 2014-2024 the number of openings for medical assistants to increase by nearly 10.26%. In California, an average of 1774 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 12.20% increase.

I.C.2 CTE Programs: Advisory Board Input: 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 for my program would be to change the name of the Medical Transcriptionist/Editing Certificate of Achievement to Medical Transcribing/Editing. 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. Medical Transcriptionists has a projected increased by 9.1 in 2014-2024. Advisory Board has also recommend looking into a name change for our medical receptionist.



Some location call them Patient Service Representative's. I will check job postings at several different locations to see what is used more.

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): 4.8

I.E.2 #Student Employees: 0

I.E.3 % Full-time : +2.8%

I.E.4 #Staff Employees: 0.5

I.E.5 Changes in Employees/Resources: We now have a 1/2 Allied Health Specialist position filled. This position has allowed more time for our full time clinical instructor to teach the current new skills being used in the medical world of today. Due to lack of funding, we lost 3 TEA's concern was noted by the students because the instructor was not able to tend to them on a three to one bases during lab times. Personal safety of the students while in the lab was a concern because of not enough supervision.

We received funding from the SWP this last year which gave us 3 TEA's in phlebotomy (blood draws). Pass % was increased and additional training was possible.

II.A Enrollment Trends: Slight decrease however it could be due to the Flint parking lot renovation, cancellation of class session, and the economy being good. The current political issues may be affecting enrollment as well.

II.B.1 Overall Success Rate: Overall success rate in the last 3 years has remains at 80%
The overall number of students has gone down but the success rate is up to 83%

II.B.2 Plan if Success Rate of Program is Below 60%:

II.C Changes Imposed by Internal/External Regulations:

III.A Growth and Decline of Targeted Student Populations: In the student targeted populations over the past 3 years, there has been a slight decrease in the African American and Latinos. In the Filipino population there was a slight increase.

III.B Closing the Student Equity Gap: We have two new clinical sites for our phlebotomy students and many new sites for the Medical Assistants, Receptionists, and Insurance and Coders.

However, we have now been able to add our Electronic Health Records course every quarter instead of two per year. Our Insurance and Coding course is also going strong and being offered every quarter. The Insurance and Coding students will now be all to take the CPC exam. We continue to need our phlebotomy professional experts to help with our targeted populations.

III.C Plan if Success Rate of Targeted Group(s) is Below 60%:

III.D 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 have purchased with the help of equipment funding safe new exam beds. With the help of our TEA's, we have improved the safety of our phlebotomy program.



IV.A Cycle 2 PLOAC Summary (since June 30, 2014): 100%

IV.B Cycle 2 SLOAC Summary (since June 30, 2014): 100%

V.A Budget Trends: As a result of Perkins 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 affected student success in these areas and greatly affected our student equity gap. More students were repeating the phlebotomy labs class. 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.

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 affected student success in these areas.

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.

V.C.1 Faculty Position(s) Needed: Growth

V.C.2 Justification for Faculty Position(s): The one FT faculty in addition to teaching a full time load, has to coordinate the collection and input of all the SLOs, PLOs, supervised assessments, conduct information meetings, schedule classes, revise and prepare new curriculum, prepare current program materials, order supplies,etc.

V.D.1 Staff Position(s) Needed: Growth position

V.D.2 Justification for Staff Position(s): HTEC has a 50% staff position but request it to be 100%, therefore a FT classified staff for lab support. We perform invasive procedures and do not have the lab support to maintain a safe environment for our students. We are offering more lab skills for example, glucometers, ear lavages, wound care, and new techniques like knowledge of the urine analyzers this has been recommended by our Advisory Board members.

One FT classified for administrative and clinical duties for Health Tech.

V.E.1 Equipment Requests: Over \$1,000

V.E.2 Equipment Title, Description, and Quantity: HTEC department is requesting 6 new phlebotomy chairs, new small refrigerator for our lab specimens, new replacement classroom chairs that are lab approve and safe for the classroom S74F.

Currently the classroom chairs are fabric and absorbent, the students are handling body fluids making these chairs not sanitary.

6 New Microscopes, 2 new urine centrifuges, different new anatomy educational models.

A new laptop is needed for my new 50% Allied Health Specialist. She will be assisting me with projects that will require the use of an extra computer so that I can take mine into the classroom to lecture..

The skills lab SLO's state that we are teaching many new skills that are being taught in the medical world today. This items would help in this cause.

V.E.3 Equipment Justification: Students will use this equipment. Failure to procure equipment will affect our ability to effectively address the equity gap. All equipment has life expectancy of 10 years or more.



This request will meet the Advisory Board, 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. Health professionals are expected to know how to maneuver around the new equipment found in the hospitals, clinics, and doctor's office, without out the requested supplies and equipment this would not be possible.

V.F.1 Facility Request: Computer Classroom for our computer HTEC courses: Medical Communications, Medical Transcription and Medical Office Management classes. We have electronic medical record software downloaded on this classroom's computers for each of these classes. We request the use of SC3101 for the above reason.

V.F.2 Facility Justification: Computer Classroom for our computer HTEC courses: Per our Advisory Board members Electronic Health Records is what the medical clinics are using. Our students are expected to know how to input vitals signs, make appointments, cancel, send prescriptions, etc. This is is making a big impact because we are limited to the number of students that can enroll in this course. We are offering this class year without this facility we would have to restrict the number of sections we offer as well as the quality of education. Therefore not meeting our Advisory Board members expectations.

V.G Equity Planning and Support: The department needs a full time Allied Health Specialist. We currently have a part time position and would like it to be full time. There is more administrative work that needs to be completed with limited time to do this because our only full timer is teaching or in meetings.

We have new clinical sites to find, marketing for our department by attending career fairs at other schools, externship placements, to name a few that the Allied Health Specialist can assist with.

V.H.1 Other Needed Resources: Tutors to work with the students in courses like medical terminology, pharmacology, insurance and coding, etc. Professional certified phlebotomists and medical lab assistants to be a support in all the skills labs.

V.H.2 Other Needed Resources Justification: The growth in equity gap shows that students need additional help outside the classroom to master the skills required to be successful.

V.J. "B" Budget Augmentation: With the current enrollment in the Health Technology department we need an augmentation to the B budget.

This would support students and faculty in the classroom. We would be able to purchase supplies and equipment which would allow students to gain needed clinical skills that are being requested by our Advisory Board meeting. The medical field is changing all the time therefore we need to keep current in our courses. 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 and represent DeAnza as competent medical personnel.

We would request that our B budget be increased by \$2000.00.

V.K.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.K.2 Staff Development Needs Justification: In the medical field you must keep up with all the 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. This will also close equity gap because we would be accommodating the needs of the students .

V.L Closing the Loop: Enrollment planning will be invaluable if our student numbers continue to increase. The number of students that have and will be employed. Continue to assess the SLO's. Assessing the test results during our practicals with using the up to date equipment will help the students better understand how certain procedures actually function. I am confident that the results will show in the practical exams. Following up with those that past the national and state exams, which has been going up every year.

The numbers in certificates has gone up substantially. I will continue to monitor this number. As it goes up it is stating that the resources that we received has prepared our students for employment. Goal will have been met.

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