Allied Health 2014-15 Dept Plan

Long Beach City College

Dept_Plan - Allied Health

Mission: The mission of the Allied Health Department is to prepare students for careers in the Healthcare field, through access to quality Associate and Certificate programs, workforce preparation, professional development, and personal enrichment. We are committed to fostering lifelong learning in a diverse community, and fostering an environment where employers are actively involved in the educational process.

Description: The Allied Health Department consists of the Medical Assisting Program and the Diagnostic Medical Imaging Program. Certificates awarded from Allied Health include: Diagnostic Medical Imaging Technologist, Medical Assisting (Clinical, Administrative or Combined Certificate), Basic Medical Insurance Billing Certificate, and Phlebotomy Certificate. Records of Completion are given for: Diagnostic Medical Imaging, Fluoroscopy Permit, Mammography, Magnetic Resonance Imaging, Computed Tomography, Venipuncture, and Emergency Medical Technician. Core courses that are shared by multiple programs are also offered.

Summary of Access (see Help for details): Allied Health has maintained a consistent class size average. The Medical Imaging Program has a wait list of 112, the Magnetic Imaging Program has a wait list of 40, and the Phlebotomy courses have wait lists of 90 to 130 per semester.

Summary of Efficiency (see Help for details): The Allied Health Program Loads are consistent with the college as whole. Our FTES and overall course offerings have increased.

Summary of Effectiveness (see Help for details): Averaging all programs within Allied Health, we have an overall completion rate of 87% a retention rate of 93% and a success rate of 78%. Associate of Science Degrees and certificates awarded have stayed consistent.

Internal Conditions (see Help for list): The DMI program has updated processing equipment, but most of our imaging equipment is obsolete and will not be able to be repaired if they fail. We were able to purchase one new table and 2 older units that are still in need of repair. Because of limited clinical facilities and qualified faculty, the DMI, Medical Assisting, and Phlebotomy programs/courses are unable to increase enrollment.

External Conditions (see Help for list): The DMI program must adhere to the regulations set forth by the California Department of Public Health, Radiologic Health Branch. DMI must also adhere to the Curriculum set forth by the American Society of Radiologic Technologists. The EMT program must adhere to the regulations and curriculum set forth by the Los Angeles Department of Public Health. Prehospital Care. Phlebotomy must adhere to the regulations and curriculum set forth by the California Department of Public Health. DMI is accredited by the California Department of Public Health, Radiologic Health Branch. EMT is accredited by the Los Angeles Department of Public Health. Prehospital Care. Phlebotomy is accredited by the California Department of Public Health. DMI has input from the Program Advisory Committee and the Clinical Education Coordinator Sub-Committee. EMT has input from the Program Advisory Committee. MA has input from the Regional Coalition for Medical Assisting. We are partnered with multiple local Medical Facilities and Medical Offices. We also affiliate with the Aspirations In Medical Services (AIMS) Academy at Jordan High School.

External Condition- Industry & Labor Market Trends: Healthcare is a fluid entity and our offerings must by consistently evaluated and updated to adhere to industry standards.

Faculty & Staff: Four full time faculty:
Jim Steele, Department Head, DMI Instructor.
Joseph Carfagno, DMI Program Director and Instructor, Allied Health Instructor.
Patty Bucho, Medical Assisting Program Director and instructor, Allied Health instructor.
Joanne Armenia, Medical Assisting and Allied Health Instructor

Nineteen part time instructors:
Pat Meier, Allied Health
Joseph Sun, Allied Health
Lieske Kramer, Allied Health
Mary Johnson, Allied Health
Richard Wells, Allied Health
Paul Laudicina, Allied Health, DMI
Kelly Holt, DMI
Names & Titles of Dept Planning Participants:
Jim Steele, Department Head, DMI Program Director
Patty Bucho, Medical Assisting Program Director

2011-2012 Accomplishments:
Computed Tomography began in the Fall of 2012 with 20 students.
Courses have been updated as needed.
Phlebotomy has acquired a virtual Phlebotomy training device.

2012-2013 Accomplishments:
The Computed Tomography Program had 20 students complete at the end of the Spring semester. As of now, all of the students that have attempted the National Exam have passed.
The Magnetic Resonance Imaging Program has restarted with 20 students.
The DMI Program has purchased 2 refurbished imaging tables and is in the process of obtaining one more.
The DMI program will be offering a Mammography course next year.
The Department is in the process of hiring 2 Full Time Faculty to replace the 2 lost to retirement.
The MA program was removed from the Discontinuance list and will be instituting the suggested provisions form the Discontinuance committees.
The DMI program was given an extension of possible Discontinuance and will be instituting the suggested provisions form the Discontinuance committees.

2013-2014 Accomplishments:
The DMI program was continued in perpetuity.
The DMI program has continued their partnership with Memorial Medical Center to offer live labs at the Magnetic Imaging outpatient X-Ray facilities.
We were able to hire 2 new faculty, one in DMI and one in MA.
The Medical Assisting program updated their lab with new equipment.
### Projects/Strategies

<table>
<thead>
<tr>
<th>Rationale:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Department has lost two full time faculty members. The Program Director of the DMI program has retired, our regulatory agency requires that we have a full time Program Director and a full time equivalent Clinical Coordinator. These positions can not be held by the same faculty member. We have also lost a long time Allied Health professor. Refilling this position could also benefit the Medical Assisting program.</td>
</tr>
</tbody>
</table>

**Responsible Parties:**
Jim Steele, Patty Bucho, Paul Creason

**Campus supported by this goal/project/strategy:**
LAC

**Specify if project/strategy is for dept or program:**
Department

**Name of program or area of concentration:**
DMI, MA

**Other Area impacted by this goal/project/strategy:**
Human Resources

### Resources Needed & Additional Comments / Resources Needed

**Dept_Plan - Allied Health - Add Clinical Affiliates - Increase the number of affiliation agreements with medical facilities in the community.**

**EMP GOAL supported (hold CTRL to select multiple):**
- COMMUNITY - B. Partnerships with Business and Industry
- EQUITY - A. Student Success
- EQUITY - B. Equitable Student Access
- STUDENT SUCCESS - A. Student Preparedness
- STUDENT SUCCESS - B. Student Goal Attainment
- STUDENT SUCCESS - C. Quality of Academic Programs and Services

**Start Date (use 8/1/year - see help text):**
08/01/2012

**End Date (use 7/31/year - see help text):**
07/31/2015

**Project/Strategy Status:**
In Progress

**Rationale:**
Our program level enrollment is limited by the number of clinical affiliations we have. Each clinical site allows a specific number of students based on their workload and current staffing.

**Resources:**
Contracts

**Itemized Description of Resources:**
New affiliation agreements need to go through the contracts department for authorization.

**Resource Requested Category:**
Increase Articulation Agreements (no costs associated)

**Program TOP Code(s):**
121200 and 122500
Expanding the number of affiliates would allow an increase in enrollment and provide better access for our students to succeed.

**Responsible Parties:**
Jim Steele, Patty Bucho, Joseph Sun, Andy Reno

**Campus supported by this goal/project/strategy:**
Both

**Specify if project/strategy is for dept or program:**
Department

**Name of program or area of concentration:**
DMI, MA, EMT, Phlebotomy

**Other Area impacted by this goal/project/strategy:**
Other

**If Other select above, please specify:**
Contracts

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<table>
<thead>
<tr>
<th>Dept_Plan - Allied Health - Add the use of Clickers in the classroom - Purchase and add the use of Clicker technology to the classroom in various classes. Used for Allied Health, Medical Assisting, and Medical Imaging.</th>
<th>Resources:</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMP GOAL supported (hold CTRL to select multiple)*: EQUITY - A. Student Success</td>
<td>VATEA or Departmental Monies</td>
</tr>
<tr>
<td>Start Date (use 8/1/year - see help text): 08/01/2013</td>
<td>Itemized Description of Resources:</td>
</tr>
<tr>
<td>End Date (use 7/31/year - see help text): 07/31/2015</td>
<td>120 Clicks @ approx $30</td>
</tr>
</tbody>
</table>

**Project/ Strategy Status:**
In Progress

**Rationale:**
Incorporating Clicker technology into the classroom will enable a better communication between Instructor and Student. Being able to see where the majority of the students knowledge extends, we will be better able to adjust our delivery system to better serve all of the students.

**Responsible Parties:**
Patty Bucho, Jim Steele

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<table>
<thead>
<tr>
<th>Resources Needed &amp; Additional Comments / Resources Needed</th>
<th>Project/ Strategy Progress Updates</th>
<th>Impact of resource received &amp; Follow-Up</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Resources:</strong></td>
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<tr>
<td><strong>Resource Requested Category:</strong></td>
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<td><strong>Estimated Cost:</strong></td>
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</tr>
<tr>
<td><strong>Program TOP Code(s):</strong></td>
<td>120600, 122500, 121200</td>
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</tbody>
</table>
### Dept_Plan - Allied Health - Upgrade the Medical Assisting lab - Purchase new equipment to remain current and to upgrade the new lab.

**EMP GOAL supported (hold CTRL to select multiple)**:
- EQUITY - A. Student Success
- STUDENT SUCCESS - A. Student Preparedness
- STUDENT SUCCESS - B. Student Goal Attainment
- STUDENT SUCCESS - C. Quality of Academic Programs and Services

**Start Date (use 8/1/year - see help text)**: 08/01/2013

**End Date (use 7/31/year - see help text)**: 07/31/2015

**Project/ Strategy Status**: NEW

**Rationale**:
To aid the student’s learning process, the lab equipment should be kept up date and replaced when necessary.

**Responsible Parties**:
Patty Bucho, Jim Steele

**Campus supported by this goal/project/strategy**:
LAC

**Specify if project/strategy is for dept or program**:
Program

**Name of program or area of concentration**:
Medical Assisting

**Other Area impacted by this goal/project/strategy**:
Institutional Resource Development (Grants)

<table>
<thead>
<tr>
<th>Resources Needed &amp; Additional Comments / Resources Needed</th>
<th>Project/ Strategy Progress Updates</th>
<th>Impact of resource received &amp; Follow-Up</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resources: VATEA or Department monies Itemized Description of Resources: 4 Vital sign monitors with stands Audiology Booth</td>
<td>10/11/2014 - This project has been partially completed and has been added to. <strong>Project/ Strategy Status</strong>: Continue working on project/ strategy <strong>Decision re Resource Request</strong>: Decision pending on resource requested</td>
<td></td>
</tr>
<tr>
<td><strong>Resource Requested Category</strong>: Upgrade and/or replacement of equipment <strong>Estimated Cost</strong>: 32000 <strong>Program TOP Code(s)</strong>: 120600 <strong>School/ VP Decision re Resource Needed</strong>: NEW</td>
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<tr>
<td>Resources: VATEA or Departmental Monies Itemized Description of Resources: Wall Transformers x 3, Microscopes x 4, IV Arms x 20, Ekg x 2</td>
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<tr>
<td><strong>Resource Requested Category</strong>: Upgrade and/or replacement of equipment <strong>Estimated Cost</strong>: 21500 <strong>Program TOP Code(s)</strong>: 120600, 121200 <strong>School/ VP Decision re Resource Needed</strong>: NEW</td>
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</tbody>
</table>

### Dept_Plan - Allied Health - Upgrade the Imaging Lab - Purchase a X-Ray rooms to replace the Tables lost in the move to Swing Space. This will also modernize the new lab space for the future.

**EMP GOAL supported (hold CTRL to select multiple)**:
- EQUITY - A. Student Success
- STUDENT SUCCESS - A. Student Preparedness
- STUDENT SUCCESS - B. Student Goal

**Resources**:
Funds to purchase new X-Ray systems Itemized Description of Resources: 2 new Floor mounted X-Ray systems, four way floating table tops, 300 to 600 mA generator (Single Phase). **Resource Requested Category**: Upgrade and/or replacement of equipment **Estimated Cost**: 70000 **Program TOP Code(s)**: 120600, 121200 **School/ VP Decision re Resource Needed**: NEW
<table>
<thead>
<tr>
<th>Resources Needed</th>
<th>Project/ Strategy Progress Updates</th>
<th>Impact of resource received &amp; Follow-Up</th>
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<tr>
<td>122500</td>
<td>10/11/2014 - This Project is partially complete and has been added to.</td>
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<td></td>
<td><strong>Project/ Strategy Status:</strong> Continue working on project/strategy</td>
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<tr>
<td></td>
<td><strong>Decision re Resource Request:</strong> Resource request approved and funded (describe impact of resources received)</td>
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</tbody>
</table>

**Rationale:**
This certificate will prepare a student to attain an entry level medical position in a healthcare facility.

**Start Date (use 8/1/year - see help text):**
08/01/2013

**End Date (use 7/31/year - see help text):**
07/31/2015

**Program TOP Code(s):**
122500

**School/ VP Decision re Resource Needed:**
NEW

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**Attainment**
**STUDENT SUCCESS - C. Quality of Academic Programs and Services**

**Start Date (use 8/1/year - see help text):**
08/01/2013

**End Date (use 7/31/year - see help text):**
07/31/2015

**Project/ Strategy Status:**
NEW

**Rationale:**
The X-Ray equipment in the Medical Imaging Program is antiquated and no longer able to be repaired. Three Rebuilt, or Used non energized Imaging tables for student practice. One Radiologic and Fluoroscopic room would allow the Program many more years of use.

**Responsible Parties:**
Jim Steele, Joseph Carfagno

**Campus supported by this goal/project/strategy:**
LAC

**Specify if project/strategy is for dept or program:**
Program

**Name of program or area of concentration:**
Diagnostic Medical Imaging

**Other Area impacted by this goal/project/strategy:**
Institutional Resource Development (Grants)

**Dept_Plan - Allied Health - Healthcare Worker Certificate - We will create a basic Healthcare Worker Certificate that will consist of Vital Signs, Medical Terminology, EKG training, and Phlebotomy.**

**EMP GOAL supported (hold CTRL to select multiple):**
EQUITY - A. Student Success
STUDENT SUCCESS - A. Student Preparedness
STUDENT SUCCESS - B. Student Goal Attainment

**Start Date (use 8/1/year - see help text):**
08/01/2013

**End Date (use 7/31/year - see help text):**
07/31/2015

**Project/ Strategy Status:**
In Progress

**Rationale:**
This certificate will prepare a student to attain an entry level medical position in a healthcare facility.
<table>
<thead>
<tr>
<th>Responsible Parties: Jim Steele, Patty Bucho</th>
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</thead>
<tbody>
<tr>
<td>Campus supported by this goal/project/strategy: Both</td>
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<tr>
<td>Specify if project/strategy is for dept or program: Department</td>
</tr>
<tr>
<td>Name of program or area of concentration: Allied Health</td>
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<tr>
<td>Other Area impacted by this goal/project/strategy: Community Relations &amp; Marketing</td>
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</tbody>
</table>

**Dept_Plan - Allied Health - X-Ray Film Processor** - Purchase a Countertop X-Ray film Processor as a Replacement and upgrade for new facility.

**EMP GOAL supported (hold CTRL to select multiple):**
- EQUITY - A. Student Success
- STUDENT SUCCESS - A. Student Preparedness
- STUDENT SUCCESS - B. Student Goal Attainment
- STUDENT SUCCESS - C. Quality of Academic Programs and Services

**Start Date (use 8/1/year - see help text):** 08/01/2014

**End Date (use 7/31/year - see help text):** 07/31/2015

**Project/Strategy Status:** NEW

**Rationale:**
Students need to learn the basics of how X-Rays behave in different situations. Processing film shows how changing different machine settings will effect the resultant image.

**Responsible Parties:** Jim Steele, Joseph Carfagno

**Campus supported by this goal/project/strategy:** LAC

**Specify if project/strategy is for dept or program:** Program

**Name of program or area of concentration:** Medical Imaging

**Other Area impacted by this goal/project/strategy:** Institutional Resource Development (Grants)

**Resources:** VATEA or Department monies

**Itemized Description of Resources:** Countertop X-Ray film Processor with chemical tanks.

**Resource Requested Category:** Upgrade and/or replacement of equipment

**Estimated Cost:** 7000

**Program TOP Code(s):** 122500

**School/VP Decision re Resource Needed:** NEW
<table>
<thead>
<tr>
<th>Projects/ Strategies</th>
<th>Resources Needed &amp; Additional Comments / Resources Needed</th>
<th>Project/ Strategy Progress Updates</th>
<th>Impact of resource received &amp; Follow-Up</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept_Plan - Allied Health - Ambulance - Purchase used Ambulance or Paramedic van for EMT students to train with.</td>
<td>Resources: VATEA or Department monies</td>
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<tr>
<td>EMP GOAL supported (hold CTRL to select multiple)*: EQUITY - A. Student Success</td>
<td>Itemized Description of Resources: Used Ambulance or Paramedic van.</td>
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<tr>
<td>STUDENT SUCCESS - A. Student Preparedness</td>
<td>Resource Requested Category: New equipment</td>
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<tr>
<td>STUDENT SUCCESS - B. Student Goal Attainment</td>
<td>Estimated Cost: 35000</td>
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<tr>
<td>STUDENT SUCCESS - C. Quality of Academic Programs and Services</td>
<td>Program TOP Code(s): 1250</td>
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<tr>
<td>Start Date (use 8/1/year - see help text): 08/01/2014</td>
<td>School/ VP Decision re Resource Needed: NEW</td>
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<tr>
<td>End Date (use 7/31/year - see help text): 07/31/2015</td>
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<tr>
<td>Project/ Strategy Status: NEW</td>
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<tr>
<td>Rationale: Having an ambulance to practice in will better prepare the students to complete their clinical ride-a-long rotations.</td>
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<tr>
<td>Responsible Parties: Jim Steele</td>
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<td>Campus supported by this goal/project/strategy: PCC</td>
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<td>Specify if project/strategy is for dept or program: Program</td>
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<tr>
<td>Name of program or area of concentration: Emergency Medical Technition</td>
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<tr>
<td>Other Area impacted by this goal/project/strategy: Institutional Resource Development (Grants)</td>
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<tr>
<td>Dept_Plan - Allied Health - EMT Lab Upgrades - Purchase replacement and new equipment for EMT lab. Two hospital beds and wall mounted head units for patient monitoring.</td>
<td>Resources: VATEA or Department monies</td>
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<tr>
<td>EMP GOAL supported (hold CTRL to select multiple)*: EQUITY - A. Student Success</td>
<td>Itemized Description of Resources: Upgrading equipment</td>
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<td>STUDENT SUCCESS - A. Student Preparedness</td>
<td>Resource Requested Category: Upgrade and/or replacement of equipment</td>
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<tr>
<td>STUDENT SUCCESS - B. Student Goal Attainment</td>
<td>Estimated Cost: 25000</td>
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<td></td>
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<tr>
<td>STUDENT SUCCESS - C. Quality of Academic Programs and Services</td>
<td>Program TOP Code(s): 1250</td>
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<tr>
<td>Start Date (use 8/1/year - see help text): 08/01/2014</td>
<td>School/ VP Decision re Resource Needed: NEW</td>
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<td>End Date (use 7/31/year - see help text): 07/31/2015</td>
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<tr>
<td>Project/ Strategy Status: NEW</td>
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</table>
NEW

Rationale:
Equipment in the EMT lab is getting old and out of date. Upgrading, adding beds and head unit monitors will better prepare the students.

Responsible Parties:
Jim Steele

Campus supported by this
PCC

Specify if project/strategy is for dept or program:
Program

Name of program or area of concentration:
Emergency Medical Technition

Other Area impacted by this
goal/project/strategy:
Institutional Resource Development (Grants)

Dept_Plan - Allied Health - Electronic Records - Purchase Hardware and Software used for medical records in a clinical setting. This will be used in existing and possible future courses.

EMP GOAL supported (hold CTRL to select multiple)*:
EQUITY - A. Student Success
STUDENT SUCCESS - A. Student Preparedness
STUDENT SUCCESS - B. Student Goal Attainment
STUDENT SUCCESS - C. Quality of Academic Programs and Services

Start Date (use 8/1/year - see help text):
08/01/2014

End Date (use 7/31/year - see help text):
07/31/2015

Rationale:
Will better prepare students for their clinical rotations.

Responsible Parties:
Jim Steele, Joseph Carfagno, Patty Bucho

Campus supported by this
group/department:
LAC

Specify if project/strategy is for dept or program:
Department

Other Area impacted by this
goal/project/strategy:
Institutional Resource Development (Grants)

Resources:
VATEA or Department monies

Itemized Description of Resources:
2 Computers and Electronic Records software.

Resource Requested Category:
New Software (include costs for implementation, training, interface, electrical/telecommunication wiring needs, ongoing licensing, etc.)

Estimated Cost:
50000

Program TOP Code(s):
1212000, 120600

School/ VP Decision re Resource Needed:
NEW
<table>
<thead>
<tr>
<th>Projects/ Strategies</th>
<th>Resources Needed &amp; Additional Comments / Resources Needed</th>
<th>Project/ Strategy Progress Updates</th>
<th>Impact of resource received &amp; Follow-Up</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept_Plan - Allied Health - Coding - Purchase Coding software to use in current and future courses.</td>
<td>Resources: VATEA or Department monies Itemized Description of Resources: Medical Billing and Coding software.</td>
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<tr>
<td><strong>EMP GOAL supported (hold CTRL to select multiple)*:</strong> EQUITY - A. Student Success STUDENT SUCCESS - A. Student Preparedness STUDENT SUCCESS - B. Student Goal Attainment STUDENT SUCCESS - C. Quality of Academic Programs and Services</td>
<td><strong>Resource Requested Category:</strong> New Software (include costs for implementation, training, interface, electrical/telecommunication wiring needs, ongoing licensing, etc.)</td>
<td><strong>Estimated Cost:</strong> 75000</td>
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<tr>
<td><strong>Start Date (use 8/1/year - see help text):</strong> 08/01/2014</td>
<td><strong>Program TOP Code(s):</strong> 1212000, 120600</td>
<td><strong>School/ VP Decision re Resource Needed:</strong> NEW</td>
<td></td>
</tr>
<tr>
<td><strong>End Date (use 7/31/year - see help text):</strong> 07/31/2015</td>
<td><strong>Project/ Strategy Status:</strong> NEW Rationale: Better prepare students in current coding course and to be used in future Billing and Medical Coding course offerings.</td>
<td>Responsible Parties: Jim Steele, Patty Bucho Campus supported by this goal/project/strategy: LAC Specify if project/strategy is for dept or program: Department Other Area impacted by this goal/project/strategy: Institutional Resource Development (Grants)</td>
<td></td>
</tr>
<tr>
<td>Dept_Plan - Allied Health - C-Arm and Portable - Purchase new or used X-Ray C-Arm and Portable.</td>
<td>Resources: VATEA or Department monies Itemized Description of Resources: New or used X-Ray C-Arm New or used Portable X-Ray machine</td>
<td><strong>Resource Requested Category:</strong> New equipment</td>
<td>Estimated Cost: 90000</td>
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<td><strong>EMP GOAL supported (hold CTRL to select multiple)*:</strong> EQUITY - A. Student Success STUDENT SUCCESS - A. Student Preparedness STUDENT SUCCESS - B. Student Goal Attainment STUDENT SUCCESS - C. Quality of Academic Programs and Services</td>
<td><strong>Program TOP Code(s):</strong> 122500</td>
<td><strong>School/ VP Decision re Resource Needed:</strong> NEW</td>
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<td><strong>Start Date (use 8/1/year - see help text):</strong> 08/01/2014</td>
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<td><strong>Project/ Strategy Status:</strong> NEW Rationale:</td>
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<tr>
<td>To better prepare students to perform in the Clinical setting.</td>
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<tr>
<td><strong>Responsible Parties:</strong></td>
<td>Jim Steele, Joseph Carfagno</td>
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<td><strong>Campus supported by this goal/project/strategy:</strong></td>
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<td><strong>Specify if project/strategy is for dept or program:</strong></td>
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<tr>
<td><strong>Name of program or area of concentration:</strong></td>
<td>Medical Imaging</td>
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<td><strong>Other Area impacted by this goal/project/strategy:</strong></td>
<td>Institutional Resource Development (Grants)</td>
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