

# Department Plan

## Long Beach City College

### Dept - Allied Health

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

**Description:** The Allied Health Department comprises courses that are required as core competencies for other programs, some stand alone courses, and individual programs. Certificates awarded from Allied Health include: Diagnostic Medical Imaging Technologist, Medical Assistant (Clinical, Administrative or Combined Certificate), Basic Medical Insurance Billing Certificate, and Phlebotomy Certificate. Records of completion are given for: Diagnostic Medical Imaging; Fluoroscopy Permit, Diagnostic Medical Imaging; Mammographic Technologist, Magnetic Resonance Imaging Technologist, and Emergency Medical Technician.

**Summary of Access, Productivity & Effectiveness:** Allied Health has maintained a consistent class size average, and has maintained program loads higher than the college average.

**Effectiveness:** The DMI program has maintained success, retention, and completion rates in the upper 90%'s and an overall GPA of 3.40. Overall, the Allied Health department has maintained success rates of 66%, retention rates of 78%, completion rates of 69%, and an overall GPA of 2.80.

Allied Health has maintained the same number of sections over the report period, this includes courses that have been eliminated and replaced by new courses. Our overall enrollment has increased. Our FTE's and WSCH have fluctuated over the periods covered. AH and EMT have increased, MA has decreased, and DMI courses increased then decreased.

The department is encouraging students to take advantage of the learning courses available to aid in retention.

**Internal Conditions (see Help for list):** Some of the current facilities are in the process of being upgraded, others are still in need of repair. We are purchasing equipment that will bring our Medical Assisting and EMT labs up to industry standards. The DMI lab installed Digital Image processing and storage equipment, but is still limited by the age of the Radiographic Tables and Tubes. The Staff has remained constant for many years, but we will be losing 2 Full time faculty to retirement. We have multimedia equipment in all of our rooms. We will be undertaking a move to a swing area before settling in the D building. This is scheduled to occur in 2012.

**External Condition- Regulatory/Legislative:** The DMI program must adhere to the regulations set forth by the California Department of Public Health, Radiologic Health Branch.

**Changes:** DMI must also adhere to the Curriculum set forth by the American Society of Radiologic Technology. The EMT program must adhere to the regulations set forth by the Los Angeles Department of Public Health, Prehospital Care. Phlebotomy must adhere to the regulations of the California Department of Public Health.

**External Condition- Grants:** VATEA

**Available:** Grants specifically designated for Allied Health  
Grants specifically designated for other components of the Allied Health Dept

**External Condition- Accreditation:** DMI is Accredited by the California Department of Public Health, Radiologic Health Branch.

EMT is Accredited by the Los Angeles Department of Health, Prehospital Care.

**Recommendations:**

**External Condition- Advisory Committee Input:** 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.

**External Condition- Community Outreach/Partnership:** 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.

**Outreach/Partnership:**

**External Condition- Industry & Labor Market Trends:** The Healthcare industry is a fluid entity and our offerings must be consistently updated.

**& Labor Market Trends:**

**Faculty & Staff :** Four full time faculty:

Jim Steele, Department Head, DMI Instructor  
Vickie Goodson, Diagnostic Medical Imaging, MRI, CT, Program Director (est retirement June 2012)  
Patty Bucho, Program Medical Assistant Program Director, Allied Health Instructor  
Jon Thorsen, Instructor Allied Health (retiring May 2011)

Fifteen Part Time faculty:  
Pat Meier, Allied Health

Joseph Sun, Allied Health  
Lieske Kramer, Allied Health  
Mary Johnson, Allied Health  
Paul Laudicina, DMI, Allied Health  
Joseph Carfagno, DMI, Allied Health  
Ralph Lee, DMI  
Andy Reno, EMT  
John Burt, EMT  
Shawn Parker, EMT  
Paul Wawrzynski, EMT  
Walker Brooks, EMT  
Susan Flaming, EMT  
Julie Crawshaw, Allied Health  
Debra Hines, Medical Assisting

**Names & Titles of Program** Jim Steele, Department Head

**Review Participants:** Vickie Goodson, Diagnostic Medical Imaging, MRI, CT, Program Director  
Patty Bucho, Program Medical Assistant Program Director  
Jon Thorsen, Instructor

**2009-2010** Purchased items to help update both the Medical Assisting Lab and the Emergency Medical Technician Lab.

**Accomplishments:** Created a computer lab for Medical Assisting and Allied Health students. Created a Computed Tomography Program to allow Medical Imaging Professional a pathway for advancement.

**2010-2011** Finalized the Medical Assisting lab area. Found clinical sites for the CT Program which should allow us to offer

**Accomplishments:** the Program beginning in the Fall of 2012.

### **Goal: Monitor Course Offerings**

Monitor course offerings to assure they are within industry standards.

**Year:** 2009 - 2010

2010 - 2011

2011 - 2012

**Start Date:** 08/14/2009

**Goal Status:** In Progress

**Goal Priority:** High

**Rationale:** In the ever-changing Health Care field, we need to keep our courses relevant for our student population. We must also adhere to the regulatory agencies that govern the different areas within Health Care.

**Strategies:** We meet with affiliated facilities for input. We attend Regional Consortia and attend State Conferences to stay current.

**Responsible Parties:** Jim Steele, Vickie Goodson, Patty Bucho, Jon Thorsen, and Andy Reno

**Campus supported by this** Both

**goal:**

**Specify if goal is for** Department/ Program

**department or sub-area:**

**Other Area impacted by this** Other

**goal:**

**Other Area(s) impacted by** Grants, Clinical Affiliates, Curriculum Committee

**this goal:**

**Level of Support Needed:** Department

### **Goal: Create Computerized Tomography Program**

Create new courses and modify existing courses to create a Computerized Tomography Program.

**Year:** 2009 - 2010

2010 - 2011

**Start Date:** 08/14/2009

**Goal Status:** Complete

**Goal Priority:** High

**Rationale:** Medical Imaging is becoming dependent upon CT for diagnostic purposes. Medical Centers are in need of qualified CT Technologists to perform the examinations. The Medical Imaging Advisory Committee has requested that we create a program to assure that Technologists are eligible to take the American Registry of Radiologic Technology examination.

**Strategies:** Create new courses, Fall 2009. Update current Magnetic imaging Courses to become part of the CT program,

Fall 2009.

**Responsible Parties:** Vickie Goodson, Jim Steele

**Campus supported by this LAC**

**goal:**

**Specify if goal is for** Department/ Program

**department or sub-area:**

**Name of sub-area, if** Diagnostic Medical Imaging

**applicable:**

**Other Area impacted by this** Human Resources

**goal:**

**Level of Support Needed:** Department

### **Related Resources Needed**

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\* Resources Needed Name: Personnel

**Resources Needed** One part time instructor with experience in CT and MRI. Ideally this instructor will be able to teach in both

**Description:** programs so as not to need extra personnel. This will be a replacement for existing personnel.

**Inter-Level/ VP Level Group** Pending

**Decision:**

**Fiscal Year:** 2010 - 2011

**Duration:** On-going

**Estimated Cost:** 10000.0000

**Type of Resource** 130000 - Academic PT Instructional

**Requested:**

**Justification for Resource** Portions of this program must be taught by instructors that have had experience in the field, and have passed the

**Request:** American Registry of Radiologic Technology examination.

**Department Code:** 122500 DMI

### **Goal: Increase Enrollment**

Offer an additional section of Basic Medical Insurance Billing.

Offer the Medical Assistant Program with a start date in the spring semester.

**Year:** 2011 - 2012

**Start Date:** 08/14/2009

**Goal Status:** In Progress

**Goal Priority:** Low

**Rationale:** The Occupational Outlook states the Medical Assisting is one of the top ten growing health careers for the next ten years.

**Strategies:** Offer new sections of the beginning Medical Assistant courses for the spring 2011.

**Responsible Parties:** Patty Bucho

**Campus supported by this LAC**

**goal:**

**Specify if goal is for** Certificate of Achievement

**department or sub-area:**

**Other Area impacted by this** Human Resources

**goal:**

**Level of Support Needed:** Department

### **Related Resources Needed**

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\* Resources Needed Name: \*

**Inter-Level/ VP Level Group** Pending

**Decision:**

**Fiscal Year:** 2011 - 2012

**Duration:** Both (i.e., initial & maintenance costs)

**Estimated Cost:** 25000.0000

**Type of Resource** 130000 - Academic PT Instructional

**Requested:**

**Justification for Resource** Many programs in the local area have been eliminated by the Regional Occupational Programs. This elimination

**Request:** of programs has increased enrollment to our program and many prospect students have no place to turn except a proprietary school. Other community colleges have a two year program which is a year in length longer than ours.

**Department Code:** 121200 Health Tech

**Goal: On-line Medical Terminology Course**

Hybrid on-line Medical Terminology Course

**Year:** 2011 - 2012

**Start Date:** 08/14/2009

**Goal Status:** In Progress

**Goal Priority:** Low

**Rationale:** Medical Terminology has many online options available to the students. Creating a hybrid course would incorporate these to aid in student comprehension and completion.

**Strategies:** A faculty member will need to work with the department of Instructional Technology to create a hybrid Medical terminology course. The time necessary to complete by a full time faculty member would take approximately 9 - 12 months.

**Responsible Parties:** Jon Thorsen, Patty Bucho

**Campus supported by this goal:** Both

**Specify if goal is for** Certificate of Achievement

**department or sub-area:**

**Other Area impacted by this goal:** Faculty Resource Center (FRC)

**goal:**

**Level of Support Needed:** Department

**Goal: Add Clinical Affiliates**

Obtain more Clinical Affiliates for all Programs in Allied Health.

**Year:** 2009 - 2010

2010 - 2011

2011 - 2012

**Start Date:** 08/14/2009

**Goal Status:** In Progress

**Goal Priority:** Medium

**Rationale:** Our Program level enrollment is limited by the number of Clinical Affiliations we have. Each Clinical Site is limited to specific number of students based upon their workload and current staffing. Expanding the number of Affiliates would allow an increase in enrollment.

**Strategies:** Approach Medical Facilities and Medical Offices to promote Affiliation.

**Responsible Parties:** Patty Bucho, Vickie Goodson, Jim Steele, Pat Meier, Andy Reno

**Campus supported by this goal:** Both

**goal:**

**Specify if goal is for** Department/ Program

**department or sub-area:**

**Other Area impacted by this goal:** Other

**goal:**

**Other Area(s) impacted by this goal:** Contracts

**this goal:**

**Level of Support Needed:** School or VP

**Goal: Promote Programs at High School**

Promote our Health Care courses through local area High School Councilors.

**Year:** 2009 - 2010

2010 - 2011

2011 - 2012

**Start Date:** 08/14/2009

**Goal Status:** In Progress

**Goal Priority:** Medium

**Rationale:** Advertising and career centers tend to look at Health Care as Nursing. To increase knowledge of areas other than Nursing at the High School level.

**Strategies:** To better promote areas of Health Care, other than Nursing, we will meet with High School Councilors. We will also attend Councilor training and career days to explain to students that there are other options in Health Care.

**Responsible Parties:** Patty Bucho, Jim Steele, and Vickie Goodson

**Campus supported by this goal:** Both

**goal:**

**Specify if goal is for** Department/ Program

**department or sub-area:**  
**Other Area impacted by this** Other  
**goal:**  
**Other Area(s) impacted by** Counseling  
**this goal:**  
**Level of Support Needed:** School or VP

### Goal: Improve Lab for EMT

Improve the lab setting for EMT at PCC. They currently test in a closet, and the classroom is small and antiquated. This will involve accessing the internet and adding multimedia to the classroom, expanding the usable area, and creating a better learning environment.

**Year:** 2010 - 2011

2011 - 2012

**Start Date:** 08/14/2009

**Goal Status:** In Progress

**Goal Priority:** High

**Rationale:** The current facilities are not sufficient to accommodate the courses taught. This course consistently has a long wait list and expansion of the program is not possible without a room makeover.

**Strategies:** We are included in the improvements currently underway at PCC. The facilities should be sufficient to accommodate our needs. Keeping track of the project and purchasing multimedia equipment should complete this goal.

**Responsible Parties:** Jim Steele, Andy Reno

**Campus supported by this** PCC

**goal:**

**Specify if goal is for** Certificate of Achievement

**department or sub-area:**

**Name of sub-area, if** Emergency Medical Technician

**applicable:**

**Other Area impacted by this** Other

**goal:**

**Other Area(s) impacted by** Facilities, ACIT, Grants

**this goal:**

**Level of Support Needed:** School or VP

### Related Resources Needed

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\* Resources Needed Name: Multimedia Equipment

**Resources Needed** Projector, laptop computer

**Description:**

**Inter-Level/ VP Level Group** Pending

**Decision:**

**Fiscal Year:** 2010 - 2011

**Duration:** One-time

**Estimated Cost:** 5000.0000

**Type of Resource** 640000 - Equipment

**Requested:**

**Justification for Resource** In order to update the facilities used and enhance the presentation of information.

**Request:**

**Department Code:** 121200 Health Tech

### Goal: Continuing Education

Offer continuing education opportunities for Medical Imaging graduates and recertification course for Emergency Medical Technician.

**Year:** 2009 - 2010

2010 - 2011

2011 - 2012

**Start Date:** 08/14/2009

**Goal Status:** In Progress

**Goal Priority:** Medium

**Rationale:** Radiologic Technologists are required to compile 24 continuing education credits in a 2 year period. This is needed to maintain licensure with both the State and National bodies. Emergency Medical Technicians are required to take recertification courses, and retest, every 5 years.

**Strategies:** Offer courses through community education for Radiologic Technologists. Allow Emergency Medical Technicians to attend courses to recertify. This could be offered through community education or allowing them to retake

portions of the current courses.

**Responsible Parties:** Jim Steele, Vickie Goodson, Paul Laudicina, and Andy Reno

**Campus supported by this goal:** Both

**Specify if goal is for** Department/ Program

**department or sub-area:**

**Other Area impacted by this goal:** Community Relations & Marketing

**goal:**

**Other Area(s) impacted by this goal:** Community Education

**this goal:**

### Goal: MA to LVN Transfer

To create a pathway for Medical Assisting students to enter the Licensed Vocational Nursing program.

**Year:** 2010 - 2011

2011 - 2012

**Start Date:** 08/14/2009

**Goal Status:** In Progress

**Goal Priority:** Medium

**Rationale:** Currently, MA students are required to take the Certified Nursing Assistant program to qualify for LVN. Since many of the courses are compatible, the addition of 1 or 2 courses could allow a smooth transition for MA students.

**Strategies:** Determine what additional course material is needed to provide a smooth segue from MA to LVN.

**Responsible Parties:** Patty Bucho, judy Wiesenbaker

**Campus supported by this goal:** Both

**goal:**

**Specify if goal is for** Educational Pathway

**department or sub-area:**

**Name of sub-area, if applicable:** MA to LVN

**applicable:**

**Other Area impacted by this goal:** Other

**goal:**

**Other Area(s) impacted by this goal:** LVN Department

**this goal:**

**Level of Support Needed:** School or VP

### Goal: Offer Core Competency Courses

Offer courses that are partial requirements for all Health Care Programs.

**Year:** 2009 - 2010

2010 - 2011

2011 - 2012

**Start Date:** 08/14/2009

**Goal Status:** In Progress

**Goal Priority:** Medium

**Rationale:** There are many areas that can be taught before entering the Health Care programs. This should allow the Programs to eliminate those components from the instruction. In this way, they could expand on the course content without sacrificing needed information.

**Strategies:** Offer courses that have been developed to meet this need. Have all of the programs buy into the concept and inform the students on the wait lists for the programs.

**Responsible Parties:** Patty Bucho, Jim Steele, Vickie Goodson, Judy Wiesenbaker, Brenda Harrell, and Andy Reno

**Campus supported by this goal:** Both

**goal:**

**Specify if goal is for** Department/ Program

**department or sub-area:**

**Other Area impacted by this goal:** Other

**goal:**

**Other Area(s) impacted by this goal:** LVN and RN

**this goal:**

**Level of Support Needed:** School or VP

## Related Resources Needed

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\* Resources Needed Name: Personnel

**Resources Needed** Possible need for Part Time instructor to teach some courses. Would be subject to the number of courses offered  
**Description:** and current PT availability.

**Inter-Level/ VP Level Group** Pending

**Decision:**

**Fiscal Year:** 2011 - 2012

**Duration:** On-going

**Estimated Cost:** 6000.0000

**Type of Resource** 130000 - Academic PT Instructional

**Requested:**

**Justification for Resource** Would depend on the number of courses offered and current PT availability.

**Request:**

**Department Code:** 121200 Health Tech

## Goal: Full Time Faculty

Maintain current Full Time level of faculty

**Year:** 2011 - 2012

**Start Date:** 10/01/2011

**End Date:** 05/31/2012

**Goal Status:** NEW

**Goal Priority:** High

**Rationale:** The Department is losing 2 Full time faculty. One in the DMI program and one in the Allied Health area. The DMI Program Director is retiring, the program requires a full time Program Director and a full time Clinical Coordinator per external criteria. We are also losing a long time Allied Health professor, we would like to hire a full time replacement that can also help relieve some of the stress within the Medical Assisting program.

**Strategies:** Hire 2 Full Time replacements for retiring professors. Both positions would start in the Fall semester of 2012.

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

**Campus supported by this** LAC

**goal:**

**Specify if goal is for** Department/ Program

**department or sub-area:**

**Name of sub-area, if DMI and MA**

**applicable:**

**Other Area impacted by this** Human Resources

**goal:**

**Level of Support Needed:** School or VP

## Related Resources Needed

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\* Resources Needed Name: Salary

**Resources Needed** Salary for 2 Full Time professors.

**Description:**

**Inter-Level/ VP Level Group** NEW

**Decision:**

**Fiscal Year:** 2011 - 2012

**Duration:** On-going

**Estimated Cost:** 190000.0000

**Type of Resource** Personnel - Faculty

**Requested:**

**Justification for Resource** California Department of Public Health, Radiologic Health Branch requires that a program has a Full Time

**Request:** Program Director to be in compliance.

The Medical Assisting program is growing and requires a second professor that can also teach within the Allied Health Department.

**Department Code:** 121200 Health Tech

**Requested Funding Source:** General Fund