

**RICHMOND COMMUNITY COLLEGE
HEALTH SCIENCES ADVISORY COMMITTEE
MEETING AGENDA**

December 6, 2011/4:00 p.m./GHSB Rm. 102

Welcome & Introduction of Staff/Members

Carole Gibson, RN, MSN
Nursing Department Chair
Health Sciences Division Chair

Departmental Reports:

1. Carole Gibson: Nursing

- A. Program Updates:
 - 1. NCLEX Data
 - 2. NC Board of Nursing Visit
 - 3. Student Enrollment, Progression, & Graduation
 - 4. Challenges
 - 5. LPN move to Honeycutt Center
 - 6. Employment Statistics
- B. Criminal Background Checks/Drug Screens
- C. Preceptorship 2011
- D. Admission/Curriculum Changes: Fall 2009/2010
 - 1. TEAS
 - 2. New ADN Curriculum
 - a. ADN: 76 credit hours
 - b. LPN: 47 credit hours
 - 3. LPN Advanced Placement 2011
- E. Employer Survey of Graduates
- F. Faculty Credentials: MSN Requirement
- G. Advisory Committee Interest in BON Scope of Practice Workshop or other Workshops
- H. Feasibility Study for New Programs

2. Renea Craven: Medical Assisting

- A. Expectations of Service Community
 - 1. Needs Survey
 - 2. Program Outcomes
 - 3. Curriculum Plan
 - 4. Capstone Course Addition
 - 5. Employer Survey
 - 6. Recertification of Current Employees with CMA Credentials
 - 7. AAMA Membership Enrollment
- B. Medical Assisting Education Review Board (MAERB) On-site Accreditation Review—February 2012

Jeanne Hardee: Medical Assisting

- A. CMA Exam Results/Employment Statistics—2011 Graduates
- B. Spring 2012 Practicum Report
- C. Practicum Needs and Discussions of Background/Drug Screening/Flu Shot Procedures

Randy Wise and Mara Munoz: RCC Medical Assisting Student Representatives

- A. Update on Medical Assisting Student Body
- B. Presentation of Student Project

3. Shelia Adams: Nursing Assistant

- A. Early Alert Forms: Student/Instructor Feedback
- B. Perfect Attendance Certificates
- C. Course Packs for NA II & Video Demonstration Shoot

- D. Basic Skills Plus Students for Entry into NA I Program January 2012
- E. College & Career Promise to Begin January 2012
- F. New Curriculum with Expected Roll-out in Fall 2012 to All Schools
 - 1. Pilot to Begin Winter 2012 in Each Region of the State
 - 2. NC DHHS Awarded a Federal Grant: PHCAST- Personal & Home Care Aide State Training (along with 5 other States)
 - 3. Competency-based Training Program to Meet the Needs of Direct Care Workers
 - 4. Four Phases: **Phase 1**–Essential Job Readiness Skills, Job Screenings, Job-keeping Skills, Basic Computer Skills, Soft Skills, and CPR

Phase 2–Non-nurse Aide Personal Care Tasks:

Chore worker very similar to the PCA; basic home management, legal/ethical issues, safety issues, and extended soft skills

***17 Modules for Phase I & II Totaling 50 Hours**

Phase 3–New Nurse Aide Curriculum Based on Foundation:

General content theory based on skills; threads of content applied to every skill. This new format is very similar to the new content-based nursing curriculum across the state. This is the area NC is focusing on.

Phase 4–Home Care Aide Curriculum:

Anticipated that this will become the “GOLD STANDARD” for future training of Personal Aides & Home Health Aides

G. NACES Challengers: 2010 Statistics

H. NACES Pass Rates for 2010-11

4. Tina Nielsen: WED CNA & Allied Health Coordinator

***Comments and/or questions from the Health Sciences Advisory Committee members will be welcomed at the end of each session. Thank you.**

**RICHMOND COMMUNITY COLLEGE
HEALTH SCIENCES ADVISORY COMMITTEE MEETING
December 6, 2011/4 p.m.**

ATTENDANCE SHEET

Member	Affiliation
Betty Sellers	Laurinburg Internal Medicine Group
Paula Blackburn	Scotia Village Retirement Center
Adina Angel	Hospice of Scotland County
Cyndy Dial	Edwin Morgan Center
Lisa Dial	Scotland Memorial Hospital
Camille Utter	Scotland Memorial Hospital
Deana Kearns	FirstHealth Moore Regional Hospital
Connie Williams	FirstHealth Moore Regional Hospital
Nancy Caulder	FirstHealth Richmond Memorial Hospital
Christy Land	FirstHealth Richmond Memorial Hospital
Jan Scholl	FirstHealth Richmond Memorial Hospital
Betty Lynn Warnock	FirstHealth Richmond Memorial Hospital
Anne Hildreth	FirstHealth Richmond Memorial Hospital
Cherry Beasley	UNC—Pembroke
Gay Rhyne	Carolina Behavioral Care
Johnnie Simpson	Richmond Community College
Sharon Goodman	Richmond Community College
Ashleigh Pearce	RCC ADN Class President
Randy Wise	MAT Student Representative
Mara Munoz	MAT Student Representative
RCC Faculty	Attendance
Carole Gibson	X
Mary Shy	X
Deborah Goodwin	X
Sharonda Ford	X
Sue Wagner	X
Linda King	X
Kay Privette	X
Catherine Allen	X
Emily Aycock	X
Ronnie Tunstall	X
Donna Gibson	X
Renea Craven	X
Shelia Adams	X
Jeanne Hardee	X
Carol Butler	X
Crystal Greene	X
Tina Nielsen	X
June Hopkins	X

RICHMOND COMMUNITY COLLEGE
ASSOCIATE DEGREE NURSING
Health Sciences Advisory Committee Meeting Minutes
December 6, 2011/4 p.m.

Those in attendance included: Attendance sheet is attached to the original minutes; the meeting agenda is also attached.

The following topics were discussed:

TOPIC	DISCUSSION	FOLLOW-UP
Welcome	The meeting was opened with welcoming comments from Carole Gibson.	
College Update	A college update discussion was provided by Johnnie Simpson, RCC Vice President for Instruction,	
<u>DEPARTMENTAL REPORT</u> NURSING		
TOPIC	DISCUSSION	FOLLOW-UP
NCLEX Data	<u>ADN</u> *46 graduates in May 2011 *43 passed boards *94% passage rate <u>LPN</u> *13 graduates in July 2011 *10 have tested as of this date *All 10 passed boards *3 graduates left to test	
Policy Changes	Admission: Applicants must provide proof of completion of state-approved CNA program and hold a current, non-restrictive listing as a CNA I (requirement is waived if they are a LPN) Progression: Medication Competency Test in the 2 nd , 3 rd , 4 th , and 5 th semesters LPN Advanced Placement: Will restart in January 2012; students will enter in the 2 nd semester. We have also added a minimum GPA requirement and the Medication Competency Test to admission requirements for the LPN Advanced Placement students. Challenges: Retention in the ADN program is about 40%. Retention in the LPN program exceeds the state average (82.8 % vs. 62.4%). The ADN faculty will continue to	

	<p>evaluate admission and retention statistics. Remediation is available for each student experiencing difficulty.</p>	
Employment Statistics	<p>ADN: 93% of graduates are employed.</p> <p>LPN: 8/10 = 80% of graduates are employed as of December 1, 2011.</p>	
Criminal Background Checks/Drug Screens	<p>Is being conducted by www.certifiedbackground.com out of Wilmington, NC. Results are available on-line. Nancy Caulder from FirstHealth Richmond Memorial Hospital spoke positively on the use of this system. She commented on the thoroughness and ease of use.</p>	
Admission/Curriculum Changes	<p>TEAS: Has been used as a part of the admission process since Fall 2009. Ms. King provided an overview of the TEAS statistics. RCC has seen a significant decrease in the number of "qualified" applicants, down from 140 to 80 using the TEAS cut score. Then RCC loses 50% of those that make the cut TEAS score.</p>	
LPN Advanced Placement	<p>Will be implemented in January 2012. We are looking at 3-5 students.</p>	
Employer Survey	<p>These surveys provide valuable information on our graduates. Ms. Gibson stressed the need to return these forms to us.</p>	<p>Employers were provided copies and asked to return them as soon as possible.</p>
Health Information Technology (HIT)	<p>Ten students began in the Fall 2011 semester; two have dropped. At this time, two are not planning to continue in the Spring semester. We continue to look for a director of the program.</p>	
RCC/UNC-Pembroke Bridge Agreement	<p>Cherry Beasley presented the new bridge program agreement between UNC-Pembroke and RCC. She also commented that UNC-P is glad to see the LPN Advanced Placement program coming back. Their desire is to eliminate barriers to education and to assist clinical facilities to</p>	<p>Agreement is waiting on final signatures by both college Presidents.</p>

	meet the IOM 2020 recommendations.	
Preceptor 2012	Mrs. Wagner presented plans for Preceptor 2012. Faculty will be encouraging students to request Med/Surg rotations. It is expected that 38 students will need preceptors. Mrs. Wagner will be contacting clinical coordinators in January 2012.	

DEPARTMENTAL REPORT
MEDICAL ASSISTING

Renea Craven, Department Chair, updated the committee on the new curriculum plan which included the capstone course MED 264 (part of the approved curriculum as of 2012), of which they were provided a copy. The committee was also asked to review a copy of the 2011-2012 program outcomes. After discussion, the committee was asked to complete an expectation of service committee survey as well as an advisory committee member profile update with affiliation and contact information. Mrs. Craven also updated the committee on the most current employer survey and practicum evaluation of students. A copy was provided for future referencing. Information concerning the recertification of current employees with requirements along with AAMA membership enrollment was provided to the members. Mrs. Craven concluded her portion of the meeting by discussing the Medical Assisting Educational Review Board (MAERB) on-site accreditation review in February 2012.

Jeanne Hardee, Practicum Coordinator, addressed the committee about the latest CMA exam results of the graduating class of 2011 and employment statistics. Mrs. Hardee discussed practicum needs and background check/drug screen requirements.

Randy Wise and Mara Munoz, 2011-2012 Student Representatives, presented a skills video on the scope of practice for Medical Assistants and gave update on the clinical rotations of Fall 2011.

The committee was then given an opportunity to ask questions of the faculty and student representatives.

DEPARTMENTAL REPORT
NURSING ASSISTANT

Early Alert Forms	Discussed implementation of use of forms to let student know academic standing after the second test beginning with spring 2011 semester.	Ongoing each semester
Perfect Attendance Certificates	Implementation began spring semester of 2011. 24 certificates given fall semester to students with perfect attendance.	Ongoing each semester
Course Packs for NA II and Video Demonstration Shoot	Course pack developed by Crystal Greene specific to the NA II program. Video shoot conducted in lab with Spring students to demonstrate skills performance. It is used as a tool to help students troubleshoot NA II skills	Implementation to begin Spring 2012