

SVCC CTE Program Review Template

This program review template will be used to review the following program and courses.

Program-- degree and any related certificate(s): Certified Nursing Assistant E93
Related program courses: NRS101, NRS103

Data tables available:

CTE Program Objectives

Prompts: <i>What are the objectives of this program and the courses related to this degree/certificate?</i>
Response to prompts: <p style="text-align: center;">PROGRAM OBJECTIVES</p> <p>To provide a quality learning opportunity for students to acquire skills needed to fulfill the responsibilities and perform the procedures required of a nursing assistant in the state of Illinois.</p> <p>To prepare students to sit for, and successfully complete state mandated CNA certification testing.</p> <p>Students are instructed to identify the roles, functions and responsibilities of the nursing assistant as a member of the health care team. With emphasis in the following areas:</p> <ol style="list-style-type: none">1. Utilize the knowledge and skills needed to give safe client care as a beginning nursing assistant in the healthcare facilities under the supervision of a licensed nurse.2. Demonstrate an awareness of the dignity and worth of all persons.3. Communicates effectively with other members of the health care team.4. Recognize the impact which social change and advancing technology have had and will continue to have on client care.5. Recognize the need for continued learning in order to be an effective nursing assistant. <p>These areas are assessed through classroom and lab activities and participation, clinical evaluations, and written exams.</p>

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CTE Program Need

Prompts: *Is there a need for this program? Is the array of courses offered for this program appropriate to meet the needs of students? Are high quality jobs available for graduates of this program?*

Possible topics to discuss: Program enrollment, class enrollment, program/class enrollment by ethnic group, number of declared majors (total and by ethnic category), number of completions (total and by ethnic category), quality and number of jobs available to graduates.

Data sources: Table 1A, Table 1B, Table 2, Occupational Follow-up Survey data

For local data on wages use Illinois Department of Employment Security: find at http://www.ides.illinois.gov/LMI/Pages/Occupational_Employment_Statistics.aspx
Use region #6 (NW) or by individual county.

For local data on occupational outlook use IDES: find at http://www.ides.illinois.gov/LMI/Pages/Employment_Projections.aspx
Use LWA #4.

National data on wages and occupational outlook can be found at the U.S. Bureau of Labor Statistics. Use this link: <http://www.bls.gov/ooh/home.htm>. Select occupational group and determine entry level education. Then select occupation.

Response to prompts (identify strengths and challenges): In your narrative, please refer to the data sets or evidence you have chosen to support your case.

Well prepared certified nursing assistants are in demand in the state of Illinois as well as nationally due to an ever increasing population of those over age 65. According to www.census.gov, 17.95% of our 4 surrounding counties population is 65 or over. In addition, the reported growth in this over 65 age group is expected to more than double by 2060. A more extensive impact in need for this profession will be noticed as those 85 and older is expected to triple over this period of time. To address shortages in all nursing fields, The *Illinois Health Care Workforce Report & Recommendations, Illinois Health Care Reform Implementation Council Workgroup on Workforce*, was published in January 7, 2014 and can be found at www.illinois.gov. In this document, expanding CNA education to expand duties was mentioned. CNA 2 legislation has not been enacted in Illinois yet, so continued monitoring for this continues. CNA II legislation would allow CNA's to pass medications in the long term care environment with additional training. http://www.ides.illinois.gov/LMI/Pages/Employment_Projections.aspx reported that a 24.69% growth was expected to occur in nursing/psychiatric/home health aide employment between 2012 and 2022. Specifically, nursing assistant employment growth was projected at 15.29%. In 2013 http://www.ides.illinois.gov/LMI/Pages/Occupational_Employment_Statistics.aspx Reported the average wage for a CNA in Illinois to be \$9.73 to 13.41 per hour. Our specific area is slightly lower at \$9.22 to 12.83. The Rockford area being above the average at \$10.33 to 13.86 hourly.

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<http://www.indeed.com> lists over 3,000 CNA positions on its employment site in Illinois. 236 of these are within 50 miles of Dixon, Illinois. Over 1,000 CNA positions are listed on www.monster.com for the state of Illinois, 108 of which are within a 50 mile radius of Dixon, Illinois

CTE Program Cost Effectiveness

Prompts: *Is the program cost effective? What steps can be taken to offer courses more cost effectively? Does the program need additional resources?*

Possible topics to discuss: Has the program remained within its allocated budget? Is the budget adequate to supply necessary services? Is the program's net income positive or negative? Does the program need additional resources? If so, what resources are needed?

Available Data Sources: Table 3A, Table 3B

Response to prompts (identify strengths and challenges). In your narrative, please refer to the data sets or evidence you have chosen to support your case.

The CNA certificate program shows positive net annual income throughout this review period. It continues to operate within budget, and has made efforts to decrease expenditures by incorporating bulk ordering, and independently managing the CPR course requirement with CNA adjunct faculty and program regulator instead of KSB or CGH hospital coordinating and charging. Equipment is in good repair and meets students learning needs well. Updated CPR equipment should be considered as theory class sizes have increased, and the American Heart Association mandates a maximum student to manikin ratio of 3:1. We currently have equipment to support 6:1 and borrow equipment from KSB Hospital to assure we meet the standard required. We are working on securing necessary equipment in house. We continue with forward movement toward utilizing Moodle assets in the classroom, and incorporating technology. This is necessary to insure our students comfort with these technologies in the workforce. Access to learning computerized charting, at the nursing assistant level in our program, should be considered. All clinical sites for this program use hydraulic resident lifts. Our facility does not have one of these. It would be advantageous to all of our allied health enrollees to get this experience prior to their clinical rotation and is on our instructor's wish list.

CTE Program Quality

Prompts: *Do the program and the program's courses provide quality and pertinent educational opportunities for students? What steps, if any, need to be taken to update or improve the program or the program's courses? Describe any programmatic achievements including any accreditation, certifications, and licensures.*

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Possible topics to discuss: Fulltime to part-time faculty ratio, amount of overload, class sizes, communication practices between full-time and part-time faculty (including dual credit), professional development of faculty, grade distributions, success of students in classes with prerequisites, course scheduling (sequencing), convenience of class schedule (day, evening, hybrid, online course availability), relevance of equipment. Any irregularities between ethnic groups or gender could be noted for many of the categories above.

The types of and quality of materials and equipment could also be discussed here along with facility quality.

The following topics MUST be discussed in this section to satisfy ICCB and HLC guidelines: retention rates, degree completion rates, proportion of faculty participating in assessment (FT and PT including dual credit) and the impact of academic assessment on the program.

Available Data Sources: Student surveys, Table 1A, Table 1B, Table 2, Table 4A, Table 4B, Table 5A, Table 5B, Table 6, Assessment Data Base, College Dashboard, Graduate follow-up data, program surveys, focus groups, interviews, etc.

Response to prompt (identify strengths and challenges). In your narrative, please refer to the data sets or evidence you have chosen to support your case.

Certificate program E93 is conducted by part time faculty in its entirety. Due to a recent change in Illinois Department of Public Health (IDPH curriculum requirements, theory class size has been increased from 20 to 24 students. Clinical requirements also changed with the new IDPH regulations. The instructor student ratio decreased from 1:10 to 1:8. Our instructors have all provided positive feedback about this clinical change. With multiple clinical instructors for each theory class, a need for a policy manual has been considered. The faculty will be meeting soon to further discuss this. This will improve continuity of education for our students and faculty alike.

A 5 year overall persistence of 96%, with 88% being an A or B grade, reflects the quality of this program, the instructors, and the enrolled students. IDPH guidelines determine our attendance policy. If minimum state hours in class are not met, the student is unable to complete our program. The withdrawal numbers in tables 4A and 4B reflect this. Anecdotally we feel there has a change in students in this course. We have seen a slight but continuing increase in enrollees who take this course to become a certified nursing assistant and are not expressing interest in continuing their nursing education. Even though SVCC, and many other schools, require their nursing students to be CNAs to apply for admission to the nursing programs of LPN or RN, we are seeing those who will not continue in a nursing program. Those who do, may be required to be on a waiting list. These factors affect the student's desire or motivation to complete and has an effect on our retention numbers.

All CNA instructors participate in assessment each semester. Assessment is completed in the classroom, lab, and clinical settings. These assessments have led instructors to make recommendations to increase the learning experience in each of these settings. Our clinical assessment tool is due to be reviewed with the goal of making it even more of an objective tool that could be useful to all instructors. This will be added to the FY2016 operational plan.

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Students also have the ability to evaluate our program each semester. Recurring themes to increase lab time and an increased use of technology in the classroom have been noted. These topics are being considered at this time.

Implementation of an orientation day prior to the first day of class is necessary to obtain fingerprinting in compliance with new IDPH regulations. This day will be piloted Summer 2015.

Adequate adjunct faculty has been an issue due to retirements and relocations of staff. Active recruitment continues for CNA instructors.

Focused Questions from the Administrative Review Team (ART)

Question 1. Explain the rapid loss of enrollment from 2010 to 2014. What, if anything, can be done to stabilize or increase enrollment?

Response to question 1 (please refer to any data sets or evidence to support your case):
We saw a direct relationship in the drop of enrollment when the changes in financial aid were instituted July 1, 2013. Creation of CNA II course work to increase the credit hours beyond to the 16 credits that will support financial assistance is something that could be explored.

Question 2.

Response to question 2 (please refer to any data sets or evidence to support your case):

Question 3.

Response to question 3 (please refer to any data sets or evidence to support your case):

Question 4.

Response to question 4 (please refer to any data sets or evidence to support your case):

Question 5.

Response to question 5 (please refer to any data sets or evidence to support your case):

Responses to Program Challenges. Every program has challenges it must overcome. This program review process allows Sauk employees to identify those challenges and then create a plan to overcome those challenges. Please describe the program's challenges and the purposed response below. These responses will be added to the Operational Planning matrix found below.

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Response to Challenges:

Program Bookkeeping Tasks

Task List	Description of Task	Is the task complete?
Course outlines	Please review all course outlines for the courses listed at the top of this document and send it to Curriculum Committee for approval. ALL outlines must go through Curriculum Committee even if no or few changes were made.	yes
Catalog descriptions	Please review catalog descriptions of the program. If there are changes to the program description, please send it to the Curriculum Committee for approval.	yes
Course descriptions	Please review course descriptions found in the catalog that are listed at the top of this document. If there are changes to the course descriptions please send them to the Curriculum Committee for approval.	yes

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Program Review. Items from the program review will be entered here. *After this program review is complete and approved, transfer (paste and copy) the items below to your FY 2016 Operational Plan.*

** Use the origination code PR 2015.*

Origination Code*	Date Activity was Added to this OP (MM/DD/YYYY)	Name(s) of Individual(s) Responsible	Description/Purpose/Justification of Proposed Activity	Goal/Desired Result from Activity (measurable and under department's control)	Target Completion Date for This Activity (MM/DD/YYYY)	Actual Results from this Activity	Actual Completion Date for this Activity (MM/DD/YYYY)
Comments:							

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CTE PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College (506)

Academic Year 2014 - 2015

Program Identification Information (only one CIP per template)

6-digit CIP	51.3902
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Career Cluster	Career Pathway
Health Professions	Practical Nursing, Vocational Nursing, and Nursing Assistants

Program of Study	SVCC's Program Title
Certified Nurse Assistant	Certified Nurse Assistant (E93)

Degree or Certificate Type	Check only one
03 – AAS	<input type="checkbox"/>
20 – Occupational Certificate of 30-50 credits	<input type="checkbox"/>
30 – Occupational Certificate of 29 or less credits	<input checked="" type="checkbox"/>

SVCC Action

Possible Actions	Check only one
Continued with minor improvements	<input checked="" type="checkbox"/>
Significantly modified	<input type="checkbox"/>
Discontinued/Eliminated	<input type="checkbox"/>
Placed on inactive status	<input type="checkbox"/>
Scheduled for further review	<input type="checkbox"/>
Other, please specify:	<input type="checkbox"/>

Need, cost-effectiveness & quality. *Create a short summary paragraph for each question below.*

Need: Is program enrollment sufficient to justify this program? Are the majority of students in this program completing degrees or certificates? Are the students within this program marketable and employable?

Enrollment has shifted downward since financial aid changes came about in July 2013. Our class offerings have been reduced from 8 - 9 per year to 5 per year. The enrollment has been able to be sustained at this level. The majority of students are completing and pass the certification exam for the State of Illinois. All graduates are able to secure employment if they so choose.

Well prepared certified nursing assistants are in demand in the state of Illinois as well as nationally due to an ever increasing population of those over age 65. According to www.census.gov, 17.95% of our 4 surrounding counties population is 65 or over. In addition, the reported growth in this over 65 age group is expected to more than double by 2060. A more extensive impact in need for this profession will be noticed as those 85 and older is expected to triple over this period of time. To address shortages in all

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nursing fields, The *Illinois Health Care Workforce Report & Recommendations, Illinois Health Care Reform Implementation Council Workgroup on Workforce*, was published in January 7, 2014 and can be found at www.illinois.gov.

Cost-effectiveness: Is the program cost effective? Does the program require additional resources?

The program cost is approximately \$1200 which includes not only tuition and fees, but textbooks, CPR, immunizations, physical and criminal background checks and state certification exam fees. This is a reasonable cost for completers that will be hired for a starting salary of \$19,100 according to the Bureau of Labor.

The most significant resource the program needs to maintain is qualified and certified faculty. The faculty need Train the Trainer, Alzheimer's and Evaluator certifications that require renewal every 5 years. Attendance at the annual CNA Educators statewide meeting is also of significant value that needs to be maintained.

Quality: Describe any program improvements since the last program review. What steps need to be taken to update or improve instruction or the program as a whole? How does the program work with local businesses to meet their needs? How does the program faculty remain up-to-date with their professional training and/or certification?

The program has altered its curriculum within the past 2 years as required by the State of Illinois. Our workforce partners welcome having students and assure communication with us if any needs or issues arise. Program leaders are often requested to provide employment openings to our current students and graduates. 100% of the current faculty in this program have been with the program for 5 years or more and all are securing their refresher training for certification to teach CNA as well as meeting the continuing education requirements for maintaining their RN licensure.

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Program Review Committee Recommendations	
This Program Review is considered complete.	<input checked="" type="checkbox"/>
The following are the recommendations from the Program Review Committee: These nursing program recommendations are for all degrees and certificates. The same recommendations will be found in each program review. 1. Work with the Marketing Department to create a new brochure/campaign to focus on quality of the program (high retention rates, high success rates on NCLEX, and high job placement). This is in response to increased competition for students. 2. Continue with preparation for the Med Tech certificate (an add-on to CNA). 3. Anticipate the addition of a B.S.N. in the next five years. 4. As accreditation preparation continues and requisite and prerequisite courses are examined for applicability to the nursing programs, create an impact study on social and natural science enrollment.	
Signature of the Program Review Committee Chair	Dr. Steve Nunez

Dean of Academics and Student Services Recommendations	
The Program Review has been reviewed.	<input type="checkbox"/>
The following are the recommendations from the Dean: 	
Dean's Signature/Date	Dr. Jon Mandrell

President's Recommendation	
The Program Review has been reviewed.	<input type="checkbox"/>
The following are the recommendations from the President: 	
President's Signature/Date	Dr. George Mihel

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