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**Franklin County Career and Technology Center**  
**SPRING OCCUPATIONAL ADVISORY COMMITTEE REPORTING FORM**

**PROGRAM AREA:** Allied Health and Medical Assisting

**MEETING DATE:** 4/28/2022                      **START:** 16:30                      **ADJOURN:** 18:15

**COMMITTEE CHAIRPERSON:** Heather Allen

**COMMITTEE MEMBERS/GUESTS ATTENDING:**

Sharla Dunlap, Marla Moore, Jan Collier, Heather Allen,  
Angie Austin, Kathleen Rundquist, Karen Varney,

**BRIEF MEETING SUMMARY**

**ADMINISTRATIVE RESPONSE:**

- Admin is pleased with student progress. We support the efforts of stakeholders to begin accepting students into their work-based learning opportunities.

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SECRETARY/CHAIRPERSONS SIGNATURE

### SECTION 1: APPROVAL OF MINUTES OF LAST MEETING

PLEASE CHECK ONE OF THE ITEMS LISTED BELOW:

- The minutes of the last meeting are approved as presented.
- The minutes of the last meeting are approved with the following changes.

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### SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- We continue to work with students on various activities to develop critical thinking and problem solving skills.
- All beds will have been updated upon receipt of the 4 that are currently on order (to be delivered next week).
- Two BP simulation arms were purchased this year and 2 more are on 5-year equipment list for next year.

### SECTION 3: UPDATE OF PROGRAM

#### A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) Level 1 - 17, Level 2 - 16, Level 3 - 5 (38 total)

Enrollment Numbers – Semester 2 (Spring) Level 1 – 14, Level 2 – 11, Level 3 – 7 (32 total)

#### COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Discussion on reasons for drops – change mind, unaware of specifics of career, some beginning as Juniors or Seniors, AP/honors courses. We also updated committee on current schoolwide recruitment efforts.

#### B. Cooperative Education

##### Student Statistics

	<b>Number of Students</b>
Eligible Students	<b>Fall - 5, Spring - 7</b>
Students Placed on Co-op	<b>Fall - 5 , Spring - 3</b>
Students Declining Co-op Opportunities	<b>Fall – 0, Spring - 4</b>

##### Employer Statistics (List each employer and number of students employed.)

- Menno Haven – 3
- Shook Home – 2
- Laurel Lakes – 1
- Leland –1
- Spiritrust Lutheran – 1

#### COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Voiced an appreciation of the variety of our co-op placement facilities.

**C. STUDENT PLACEMENT:** (From Senior Placement Survey)

	<b>Number of Students</b>
Previous Year Graduating Seniors	CMS – 5, FM – 1, GASD – 3, JB – 3, SHIP – 4, WASD - 3
Previous Year Completers	CMS – 5, FM – 0, GASD – 3, JB – 2, SHIP – 4, WASD - 3
<b>Placement Data</b>	
Employed Related to Career Field	JB – 2, WASD - 1
Employed Unrelated to Career Field	
Military Service	FM - 1
Enrolled Postsecondary Education	CMS – 5, GASD – 3, JB – 1, SHIP – 4, WASD - 1
Available for Employment but Unemployed	

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Discussion regarding post-secondary numbers and timing of survey completion. No recommendations.

**SECTION 4: SAFETY**

**SAFETY:**

The program safety procedures and policies were reviewed and the committee found that they were:

Satisfactory  Unsatisfactory

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. No concerns

**SECTION 5: CURRICULUM**

**A. POS TASK LIST:**

The Pennsylvania Department of Education Program of Study Task List has not been updated this year and requires no additional review.

The Pennsylvania Department of Education Program of Study Task List has been updated this year. A copy of the document was provided to committee members for review.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. OAC discussed and agreed (Jan/Heather) that purchase of a Geriatric Simulator and two additional BP Training Arms are appropriate and will aid students in achieving mastery of skills related to vital signs and providing care to clients with sensory deficits.

**B. CURRICULUM REPORTING FORM:**

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
1. The curriculum reflects current trade philosophy and practices.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Books and instructional materials are appropriate for students in this program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Audio-visual aids are sufficient to support the curriculum.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. The curriculum provides:		
a. Balance between theory and practical work	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Career and Technical Student Organization activities as an integral part of the curriculum	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Field trips related to job sites	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Adequate instruction on safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. Pre-test and post-test to determine student knowledge	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. Development and/or application of related academic skills	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Competency-based education	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. The curriculum has been developed with the cooperation and advice of the Occupational Advisory Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. There is an occupational demand in the community for the occupational skills being taught	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:**

1. No unsatisfactory items. Committee stressed importance of continuing curriculum focused in part on basic social skills, critical thinking, and hands-on skills

**C. TEXTBOOKS/CURRICULUM REVIEW:**

- The textbook/curriculum currently in use has been determined to be adequate by the committee and requires no additional review.
- The textbook/curriculum currently in use was determined to require updating.

The following textbooks/curriculum were presented to the committee for review.

- Dean Vaughn Medical Terminology video and workbook, AES online learning platform, Exploring Medical Language (HACC), Hartman's Nursing Assistant Care (NA)

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. None

**D. CERTIFICATIONS:** (List certifications available to your students)

- CPR, OSHA – 10-hour General Industry Safety and Health, PA Nurse Aide, Direct Care Provider

**Number of Students Receiving Certification:**

- CPR – 12
- OSHA – 18
- PA Nurse Aide – 8
- Direct Care Provider – 14. Spring semester students will be completing this in May.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Recommendation to investigate:  
QPR Certification – Suicide Prevention (Mental Health Association).  
Coursera (MOOC) Learning How to Learn

**E. CAREER AND TECHNOLOGY STUDENT ORGANIZATIONS (CTSO) INSTRUCTION:**

**List how CTSO's have been incorporated in the program.**

- Off campus CTSO participation remains a challenge due to COVID. We have elected board officers for each semester and have held several meetings, fund raisers, and community service projects. Additionally, HOSA has sponsored a virtual viewing of Surgery Live in for members.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. None

**F. COLLEGE IN THE HIGH SCHOOL/ARTICULATION AGREEMENTS:**

**List College in the High School/Articulation Agreements currently offered by your program.**

- HACC – 3 credits offered AH 105; Articulation – see handout

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Discussed new opportunity from Keystone Health for Franklin Co. LPN students. Meeting had previously been scheduled for May 5th with AH instructors and Chief Nursing Officer at Keystone to discuss.

## SECTION 6: ADULT EDUCATION

This program currently has no associated adult education offerings associated with it.

This program has adult education offerings as listed below:

- PA Nurse Aide

### COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:

1. None

## SECTION 7: GENERAL DISCUSSION

### LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- Discussed updates to classroom to decrease noise levels of large number of students and to provide for an enhanced learning environment.
- Angie will check on status of program sponsorship through WellSpan.

### COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

Angie Austin – Shadowing soon available again at WellSpan. No specific department or person in charge of this program. Student required to make their own contacts, arrangements and meet requirements. Large number of openings for all healthcare positions. New MA program through WellSpan and HACC. Programs to support education regarding needs for Allied Health providers.

Karen Varney – No new info. States they have openings for LPN's and CAN's. Shook Home chose not to utilize TNA positions through COVID.