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UNIT PLAN “PART A” Program/Pathway Update

Program/Pathway: Health Sciences- CAN

Date: January 6, 2014

Our Mission: Los Angeles Harbor College fosters learning through comprehensive programs that meet the educational needs of the community as measured by student success, personal and institutional accountability, and integrity.

1. Assessment of Program Review:

The CNA course consists of 50 hours of theory and 100 hours of clinical experience in sub-acute care facilities in our community. It is approved by the Department of Health Services until November, 2015.

The college also has a Home Health Aid course that was put on suspension in Fall, 2011 due to budget restraints and which was offered for the first time after this hiatus in fall, 2013. The HHA course needed to be re-approved by the state and it was granted until November, 2015.

2. Activates to address program needs:

We need to look at Labor Market data for both the CNA and HHA programs. Also, the requirements of the program need only be that a person be 18years old—could this fit in CalWorks and Warren Furutani Center?

3. How are your program improvements associated with your SLOs:

All SLOs are current and posted. Nearly 100% of students are successful at completing the course and passing the certification examination by the American Red Cross. Since fall, 2013, the course has had a

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grant-funded Community Services teacher who tutors, provides small group instruction, supports the class, and will develop partnerships with community agencies.

4. Staffing requirements:

The CNA course requires a theory instructor (0.27 FTE) and 2 clinical instructors (0.33 FTE). The ratio in clinic is 1:10 or 1:12, depending on facility. In fall 2013, the Ruppe grant funded a Community Services Instructor to assist in the classroom, tutor small groups for success, and to develop relationships in the community for possible partnerships.

The HHA course requires a theory instructor (0.05 FTE) and one clinical instructor (0.1 FTE). Currently, we only have one clinical facility that has been approved by the state for clinical experiences in HHA.

5. Technological requirements:


None

6. Facilities requirements:

The CNA course is delivered in the Nursing building, which is well suited to the course. The lecture classroom is large and the clinical skills lab is utilized to practice skills.

The two community agencies used are Torrance Memorial Transitional Care unit and Providence Little Company of Mary San Pedro Transitional care unit.

7. Implementation plan: In an informal survey of community agencies, they have indicated that they anticipate hiring CNAs in the future. Consider applying for special funding as opportunities become available to support the cost of this program and personnel.

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UNIT PLAN "PART B"
Core Personnel/List of Permanent Staff

Unit: Health Sciences-CNA

Date: January 6, 2014

CNA Course (N 399A)			
.27	Instructor	17,000.00	10-100
.33	Clinical Instructor	20,000.00	10-100
.33	Clinical Instructor	20,000.00	10-100
HHA Course (N 399B)			
0.05	Instructor	9500.00	10-100
0.1	Clinical Instructor	3528.00	10-100

- 1. Total FTEP: 1.08 FTE**
- 2. Total Hours taught: 1.08 FTE**
- 3. Total Hours of release time: 0**
- 4. Total Cost for Instructors: 70,70, 028.00**
- 5. Total Cost for Administrators: 0 (included in Health Sciences division Chairperson)**
- 6. Total Cost of Classified Staff: 0 (included in Health Sciences division Senior office Assistant).**
- 7. Total cost FTEP = Full Time Equivalent Personnel:**

Please attach copy of your current Op Plan.

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UNIT PLAN "PART C"
Core Expenses

Unit: Health Sciences- CNA

1. All legally required responsibilities: *Required for health and Safety*
2. *Required by board / State/ Federal/ Accreditation standards(list the minimum requirements here)*
3. *Required by licensing agreement*

Description of activity	Estimated Cost	Justification	Code
Live Scan for 22 students	2,200.00	State mandated	HCAA3

Narrative justification: List statutes which require this expenditure.

The Department of Health Services mandates that the college provides Live Scan without cost to students.

Total cost: 2,200.00

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UNIT PLAN “PART D” Essential Activities

Unit: Health Sciences- CNA Prioritized list of unit needs required for program continuance or improvement

Description Est. Cost

e.g.

1. *Databases for Library*
2. *Full time Faculty*
3. *Instructional Assistant*
4. *Supplies for classroom*
5. *Capital investment*

Only place expendable request in this field.

Division Prioritization	Description of activity	Estimated Cost	Proposed Funding Source	Justification	Code

Division Prioritization	Description of activity	Estimated Cost	Proposed Funding Source	Justification	Code
1	Practice supplies	2,000.00	10-100	CTE program	HCAA3
2	SLO assessment	1,000.00	10-100	Required	HCAA12a1
3					

Justification Narrative: How does your activity support the college Educational Master Plan?

The CNA program is a CTE course.

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UNIT PLAN “PART E”
Non-cost Essential Activities

Unit: Health Sciences- CNA

List Non-cost activities here

Priority	Description of activity	Justification	Code
1	Develop partnership between college and community agency to recruit graduates	Community needs	HCAA1e2

Justification: How does your activity support the college Educational Master Plan?