

Docket Item:

Community College Approval: Clackamas Community College, Certificate of Completion Healthcare Careers within 51.0802 – Clinical/Medical Laboratory Assistant.

Summary:

Clackamas Community College proposes a new Certificate of Completion in Healthcare Careers. Higher Education Coordinating Commission (HECC) staff completed a review of the proposed program. After analysis, HECC staff recommends approval of the degree as proposed.

Staff Recommendation:

The HECC recommends the adoption of the following resolution:
RESOLVED, that the Higher Education Coordinating Commission approve the following degree: CC in Healthcare Careers.



Clackamas Community College seeks the Oregon Higher Education Coordinating Commission's approval to offer an instructional program leading to a Certificate of Completion in Healthcare Careers.

Program Summary

GIS offers instruction in GIS software, geography, data analysis, cartography, remote sensing, data collection, database theory, and programming. The program also includes instruction in research skills, geospatial mathematics, computer programming, human relations skills, and field competencies.

1. *Describe the need for this program by providing clear evidence.*

The new Healthcare Careers Certificate is proposed based on employer input. Over the fall of 2020, a labor market analysis was conducted along with several employer engagement events to determine if the existing Basic Health Sciences Career Pathway Certificate of Completion (CPCC) was meeting industry needs. Based on results of the market analysis and employer feedback the Basic Health Sciences Career Pathway Certificate will be suspended and a new standalone Healthcare Careers Certificate is proposed. Industry employers identified specific knowledge and technical skills that were needed to fill entry-level healthcare positions within the region that were missing from the curriculum in the Basic Health Sciences CPCC. The proposed Healthcare Careers Certificate will specifically address medical office administrative services and clinical duties including patient intake and care, routine diagnostic and recording procedures that were missing from the previous credential. Entry-level positions associated with the proposed Healthcare Careers Certificate include: Patient Care Technician, Patient Access Specialist, Clinical Services Specialist, Medical Receptionist, Medical Front Desk, Medical Office Receptionist.

2. *Does the community college utilize systemic methods for meaningful and ongoing involvement of the appropriate constituencies?*

Clackamas Community College engages industry specific employers to provide input and direction on training programs. Specifically, industry advisory committees are maintained and input is regularly sought. Employer engagement was key in the decision to suspend the Basic Health Sciences CPCC and propose a new standalone Healthcare Careers Certificate. Employer feedback was provided over the fall of 2020, several employer events occurred to review existing job titles, top technical, baseline, and computer skills for entry-level positions identified in a recently conducted market analysis. During the employer engagement activities, a modified DACUM (Develop a Curriculum) was facilitate to clearly identify the key duties, tasks and steps associated with regional entry-level healthcare occupations.

3. *Is the community college program aligned with appropriate education, workforce development, and economic development programs?*

The proposed Healthcare Careers Certificate is aligned with CCC's Health Sciences programs as well as workforce development needs. The proposed certificate contains common courses found across six of the college's Health Sciences programs, including: Clinical Laboratory Assistant/Phlebotomy, Dental Assistant, Emergency Medical Technology, Medical Assistant, Medical Billing and Coding, and required prerequisites within the Nursing program. Healthcare is also identified as regional sector strategy according to the Columbia-Willamette Workforce Collaborative and regional workforce development board, Clackamas Workforce Partnership. Healthcare is expected to continue to see growth and the proposed certificate will prepare students for entry-level jobs within the industry.

4. *Does the community college program lead to student achievement of academic and technical knowledge, skills, and related proficiencies?*

The proposed Healthcare Careers Certificate will lead to student achievement of academic and technical knowledge, skills, and related proficiencies. Students will learn medical terminology, medical law and ethics, patient psychology and communications, medical office procedures, and clinical diagnostic procedures. Technical knowledge and skills gained through the program will prepare students to provide medical office administrative services and perform clinical duties including patient intake and care, routine diagnostic and recording procedures in entry-level healthcare occupations.

5. *Does the community college identify and have the resources to develop, implement, and sustain the program?*

Clackamas Community College has identified and has resources to develop, implement, and sustain the proposed Healthcare Careers Certificate. The proposed certificate contains courses that are common across six of the college's Health Sciences programs. Common courses assist in implementing and sustaining the program. The courses within the proposed certificate are latticed in an effort to create entry-level job placements for students and build clear pathways into longer term Health Sciences programs. The proposed Healthcare Careers Certificate will serve as a pathway for high school, transitioning adults, and incumbent workers for short-term training that is stackable within existing Health Sciences programs.

Assurances

Clackamas Community College has met or will meet the four institutional assurances required for program application.

1. *Access.* The college and program will affirmatively provide access, accommodations, flexibility, and additional/supplemental services for special populations and protected classes of students.
2. *Continuous Improvement.* The college has assessment, evaluation, feedback, and continuous improvement processes or systems in place. For the proposed program, there will be opportunities for input from and concerning the instructor(s), students, employers, and other partners/stakeholders. Program need and labor market information will be periodically re-evaluated

and changes will be requested as needed.

3. *Adverse impact and detrimental duplication.* The college will follow all current laws, rules, and procedures and has made good faith efforts to avoid or resolve adverse *intersegmental* and *intra-segmental* impact and detrimental duplication problems with other relevant programs or institutions.
4. *Program records maintenance and congruence.* The college acknowledges that the records concerning the program title, curriculum, CIP code, credit hours, etc. maintained by the Office are the official records and it is the college's responsibility to keep their records aligned with those of the Office. The college will not make changes to the program without informing and/or receiving approval from the Office.