Florence 2010-11

Medical Office Assistant: Clinical Partnership

Summary:

The Florence Center in partnership with Family/Health Occupations, and Peace Harbor Hospital will be requesting funding for an initiative for instruction and equipment.

Description

For the past threee years we have operated HRT and MOA programs with a great deal of success. The only missing component has been the clinical. With cooperation between Peace Harbor Hospital in Florence and main campus we believe we can now offer clinical instruction and lab beginning Fall Term 2010, with increased funding.

Questions and Answers

How is the initiative linked to the Unit Plans most recently submitted?

1. **How does it continue the achievement of those goals?**
2. **If this is a continuation of an initiative started last year, make sure that relationship is clear.**

How is this initiative linked to the efficiencies and productivities plans you had last year?

1. **How does it continue the achievement of these plans?**
2. **If this is a continuation of an efficiency or productivity plan started last year, make sure that relationship is clear.**

This initiative is a continuation of our Health Career Pathway project which began in 2001 and has grown each year.

Describe the resources needed:

Instruction for this initiative will require four, three credit courses for the Florence Center students.

$5357.00 Salary
$1719.00 OPE
Total: $7076.00

Equipment and Supplies

$69,000 .... or much less due to donations of equipment or refurbished equipment.

Accrediation Fees
Application: $500
Site visit: $1,800
Annual fee: $250
Total: $2,550.00

What specific measurable program outcomes do you expect to achieve with this initiative? The outcomes should be specific enough to be measurable. Also, outline the method that will be used to determine the results.

It is our understanding the Florence Center of Lane Community College will be the only site on the Oregon Coast offering complete certification course requirments for Medical Office Assistant programs.

Department Priority:

2

Unit Resources:

There are no resources allocated for this initiative. Both Health Professions and the Florence Center are submitting companion requests.

Funding Request: Carl Perkins

Is this a Career & Technical Education program approved by the state and offered through Lane for credit?

Yes

If not a Career & Technical Education program, does your request provide considerable support for students enrolled in these programs?

No

Do you have an advisory committee that meets 2-3 times per year?

Yes

If request is for personnel, will funds be used to replace an existing position?

No

How will funding this initiative increase or sustain the academic achievement and technical skills attainment (GPA of 2.0 or better) of Career and Technical Education students?

The ability to open access for students living on the Oregon Coast beyond just Florence. Currently students living in Western Lane County must drive to Eugene to complete their clinical course work.

How will funding this initiative increase or sustain the number of CTE students that graduate or receive a one year certificate from Lane and help prepare the students for employment?

This initiative will be the final component for students wanting to receive their MOA certificate.

EQUIPMENT $

54000

COMPUTER HARDWARE $

COMPUTER SOFTWARE $

MATERIALS & SUPPLIES $

15000

CURRICULUM DEVELOPMENT (Hours)

7100

PART-TIME FACULTY $

TIMESHEET STAFF $

TRAVEL $

Can this initiative be partially funded?

No

EQUIPMENT $

(E) Explanation of effect of partial funding:

COMPUTER HARDWARE $

(CH) Explanation of effect of partial funding:

COMPUTER SOFTWARE $

(CS) Explanation of effect of partial funding:

MATERIALS & SUPPLIES $

(MS) Explanation of effect of partial funding:

CURRICULUM DEVELOPMENT (HOURS)

(CD) Explanation of effect of partial funding:

PART-TIME FACULTY $

(PF) Explanation of effect of partial funding:

TIMESHEET STAFF $

(TS) Explanation of effect of partial funding:

TRAVEL $

(T) Explanation of effect of partial funding:

Funding Request: Curriculum Development

1. List the following information

- **Course Numbers (titles if not currently offered)**
- **Instructor Name(s) who will work on the curriculum development**
- **Whether each of the courses is in, or has been through, the curriculum approval process**

The following Information matches the request from Health Professions

Curriculum development HO 110, HO 150,HO152,HO114,HO220,HO112,HIT160,MA 110,MA 120, MA 130 (10x 70 hr=700 x 29.15=$20,405.00 (see above)

Class training for 4 faculty
40 hours x 4 x29.15= $4,664.00

2. List each course number (or title) and the materials to be created for each class

- **Instructional goals, objectives, syllabi and outlines**

- **Lab instruction packets**
- **Practice, quiz, presentation &/or demonstration materials**
- **Other (specify)**

Instructional goals, objectives, syllabi and outlines
Lab instruction packets
Practice, quiz, presentation &/or demonstration materials
Other (specify)

Curriculum development HO 110, HO 150,HO152,HO114,HO220,HO112,HIT160,MA 110,MA 120, MA 130

all need
a. Instructional goals, objectives, syllabi and outlines
b. Lab instruction packets
c. Practice, quiz, presentation &/or demonstration materials

3. List each course number (or title) and give your timeline for beginning and completing each course curriculum development.

Curriculum development HO 110, HO 150,HO152,HO114,HO220,HO112,HIT160,MA 110,MA 120, MA 130

Timeline for developing these courses would be July 2010 through June 2011

4. What are up to 3 departmental instructional goals that are met through the development of curriculum in each class?

1. Increase access to education
2. Meet the community work force needs
3. Further online delivery model of education

5. List each course number (or title) and give the value of the development of curriculum in each course to other faculty members.

Curriculum development HO 110, HO 150,HO152,HO114,HO220,HO112,HIT160,MA 110,MA 120, MA 130

Having online education will allow us to further train our faculty in online education delivery models.

6. List each course number (or title) and say how many students will be served by the development of curriculum in each class.

Curriculum development HO 110, HO 150,HO152,HO114,HO220,HO112,HIT160,MA 110,MA 120, MA 130

We serve 40 students per year on main campus and would serve another 10-15 students on the coast of Oregon

7. List each course number (or title) and give the specific benefits to students that you expect from the development of curriculum in each class.

This not only benefits students with an online education model but distance education in Medical office assisting is essential to meeting the workforce needs of the coastal communities.

8. List each course number (or title) and give the specific benefits for diversity that you expect from the development of curriculum in each class.

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Curriculum development HO 110, HO 150,HO152,HO114,HO220,HO112,HIT160,MA 110,MA 120, MA 130

Not sure if this will help promote diversity other than having the possibility to reach students outside of Eugene and possibly outside of Lane county

9. List each course number (or title) and give the specific benefits to sustainability that you expect from the development of curriculum in each class.

This will become sustainable in a year or two after the lab equipment is bought and we set up a lab at the Florence campus

10. List each course number (or title) and give the specific effects on distributed learning that you expect from the development of curriculum in each class.

Curriculum development HO 110, HO 150,HO152,HO114,HO220,HO112,HIT160,MA 110,MA 120, MA 130

Hours requested for Curriculum Development funding:

Please enter the amount of one of the following:
100 hours maximum for new development.
70 hours maximum for course revision
50 hours for 3-4 credit conversion
other (use if multiple courses addressed in one initiative
Do not enter any characters other than numbers and a decimal.

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- **100 hours maximum for new development.**
- **70 hours maximum for course revision**

- **50 hours for 3-4 credit conversion**
- **other (use if multiple courses addressed in one initiative**

Do not enter any characters other than numbers and a decimal.

How many hours are you requesting? If there are multiple courses addressed in the initiative, please list each course number (or title) and give the number of hours requested for each course.

700

Can this initiative be partially funded?

No

Partially funded curriculum development HOURS requested:

Explanation of effect of partial funding:

Funding Request: Technology Fee