

Department of Life Sciences – Allied Health Programs

[www.lamission.edu/Allied-Health](https://www.lamission.edu/Allied-Health)

 [Child-and-Family-Studies Department - Gerontology Program](https://www.lamission.edu/Child-and-Family-Studies/Gerontology.aspx)

**Allied Health & Gerontology Advisory Board Meeting**

**Friday April 29, 2022 at 02:00-03:30 PM**

*Please register in advance:*

 [**https://laccd.zoom.us/meeting/register/tJYkdeigrDIsGNSTLAK9w8dxwCKY6FU3spyL**](https://laccd.zoom.us/meeting/register/tJYkdeigrDIsGNSTLAK9w8dxwCKY6FU3spyL)

*Join on Zoom:*

Meeting ID: **(929 2182 9620)**

    International numbers available: <https://laccd.zoom.us/u/asMqalREa>

**Agenda**

* 02:00 – 02:15 PM: Introduction
* 02:15 – 03:25 PM

⯎ Review of **current Allied Health Programs\*** & Changes Due to COVID-19 Pandemic

 -Health Occupations Fundamentals Certificate

 -Certified Nurse Assistant & Home Health Aide Training Programs

 -Medical Billing & Coding Fundamentals Certificate

 -Pharmacy Technician Certificate and Associate Degree Program

⯎ **Gerontology Program-** Changes

**Proposed New Certificate and Degree Programs/ LMI Reports**

* Medical Office Administrative Assistant (TOP: 1208.20) CERTIFICATE OF ACHIEVEMENT
* LVN Certificate of Achievement (TOP: 1230.20) - CERTIFICATE OF ACHIEVEMENT/A.A.
* Cardiovascular/EKG Technician (TOP:1215.00) - CERTIFICATE OF ACHIEVEMENT
* Phlebotomy - (TOP: 1205.10) CERTIFICATE OF ACHIEVEMENT
* Medical Assistant Program - CERTIFICATE OF ACHIEVEMENT

⯎ Discussion & Recommendations for Improvement

 -Job Skills Validation

 -Course & Curriculum Validation

-Employment/Externship

* 03:25 – 03:30 PM

⯎ Final comments & Adjournment

*\*Included in I-Train*

**Health Occupations Fundamentals**

Certificate of Accomplishment/Skill Certificate **(9 Semester Units)**

**Description**: Health Occupations offer satisfying and rewarding careers in fields that serve others and improve the health of individuals in the community. This certificate introduces students to fundamentals in health occupations. The courses introduce students to basic knowledge and skill sets required in health care as well as cultural and legal issues in health occupations. This certificate will serve as a stepping-stone for other allied health programs.

**HEALTH OCCUPATIONS 062:** **SKILL SET FOR THE HEALTHCARE PROFESSIONAL** *(2.00 SU)*

This course is an introduction of the concepts and skills that serve as a foundation for the health care professions. Topics include hygiene and safety, infection control, basic client monitoring and basic first aid, therapeutic communication and basic health documentation.

**HEALTH OCCUPATIONS 063:** **BASIC MEDICAL TERMINOLOGY, PATHOPHYSIOLOGY AND PHARMACOLOGY FOR THE HEALTHCARE PROFESSIONAL** *(2.00 SU)*

This basic medical language course will discuss common diseases and injuries and their pharmacological treatment using medical terminology.

**HEALTH OCCUPATIONS 064:** **CULTURAL AND LEGAL TOPICS FOR HEALTHCARE PROFESSIONALS***(1.00 SU)*

This course provides an overview of the concepts of health and illness, cultural diversity and legal issues that affect the health care professional

**HEALTH OCCUPATIONS 065:** **FUNDAMENTALS FOR THE HEALTHCARE PROFESSIONAL** *(2.50 SU)*

This course explores career options in the health care industry, healthy behavior for health care workers, work ethics, professional resumes and interviewing skills and personality traits of a health care professional. There will be an *externship* during which area employers will introduce students to direct and indirect patient care opportunities.

**ALLIED HEALTH 021:** **BASIC LIFE SUPPORT FOR THE HEALTHCARE PROVIDER** *(0.50 SU)*

This course is designed to teach *CPR to healthcare providers* and interested students. This course covers infant, child, and both one-rescuer and two-rescuer adult CPR. Treatment of choking the patient and heart disease prevention is also included. Successful course completion earns an American Heart Association Basic Cardiovascular Life Support Card for the Healthcare Provider valid for two years.

**ALLIED HEALTH 100 (NEW):** **JOB APPLICATION SKILLS FOR HEALTHCARE** *(1.00 SU)*

This course is designed to help students develop the skills necessary to gain employment in healthcare industry.

*We are currently having this program under review to change the certificate of accomplishment to certificate of Achievement*.

**Certified Nurse Assistant and Home Health Aide**

Certificate of Achievement **(17 Semester Units)**

**Description**: The Certificate of Achievement in Certified Nurse Assistant and Home Health Aide prepares students for a career in an area with a high demand for employment. Students will learn to become Certified Nurse Assistants/Home Health Aides in long-term care facilities, acute-care settings, and home-care settings.  Emphasis is given to safety principles, infection control, methods for providing physical care and emotional and social support.  Also included are: medical legal issues, patient cultural differences, anatomy and physiology, pathophysiology, digital literacy, and resume/interview preparation, including practice interviews through LA Chamber of Commerce. *The California Department of Public Health (CDPH) and the Red Cross certify the Certified Nurse Assistant and Home Health Aide programs of study*.  Upon successful completion of the program, the student is eligible to take the State of California Certification Examination.

**Nursing Healthcare Ancillary (NRS-HCA 399A): Nurse Assistant training** *(6.00 SU)*

This course will provide students with an introduction to the health care field, working with residents/patients in the long-term care facility and the acute care setting. Emphasis will be given to safety principles, infection control, methods for providing physical care, and emotional and social support. Upon successful completion of this course, students will be eligible to take the California's Nurse Assistant Certification Examination.

**Nursing Healthcare Ancillary (NRS-HCA 399B):** **Home Health Aide training** *(2.00 SU)*

Introduces students to the health care field, working with residents/patients in long-term care facilities, the acute care setting and the home care setting. Emphasis will be given to safety principles, infection control, methods for providing physical care, and emotional and social support. Upon successful completion of this course, the student is eligible to apply for certification as a Home Health Aide in the state of California.

**Nursing Healthcare Ancillary (NRS-HCA 56):** **Essential Practical Skills for Nurse Assistants** *(1.00 SU)*

Focuses on reinforcing and integrating the Certified Nurse Assistant duties and skills required to assist patients in long term care facilities with activities of daily living.

**ALLIED HEALTH** **021:** **BASIC LIFE SUPPORT FOR THE HEALTHCARE PROVIDER** *(0.50 SU)*

This course is designed to teach *CPR to healthcare providers* and interested students. This course covers infant, child, and both one-rescuer and two-rescuer adult CPR. Treatment of choking the patient and heart disease prevention is also included. Successful course completion earns an American Heart Association Basic Cardiovascular Life Support Card for the Healthcare Provider valid for two years.

*Students are eligible to apply for the LAMC certificate upon successful completion of the nursing courses listed above and the Health Occupations courses (7.50 semester units).*

***Changes due to COVID-19- Started in person clinical hours this Spring 2022***

Nrs-HCA 399A- back to being offered in person

Nrs-HCA 399B- back to being offered in person

Nrs-HCA 56 -No changes/ skills lab

ALLIED HEALTH 021-No longer on hold- offered in person

**Fundamentals of Medical Billing & Coding Certificate**

Certificate of Achievement **(18 Semester Units)**

**Description:** This certification prepares students to assume entry level medical office duties and responsibilities. It also prepares students for career advancement and training in the use of current computer application programs, medical/hospital billing procedures and medical records procedures. The program provides basic skills that promote success in the workplace. Typical positions include medical clerk, medical office assistant, billing clerk and medical office staff.

**HTHTEK 100: Introduction to Health Information Technology** *(3.00 SU)*

This course is an introduction to the Health Information Management (HIM) profession and the record keeping practices in alternative health care delivery systems. Emphasis is placed on the development, maintenance, and content of patient health records, including format and documentation requirements, filing and number system, medical staff organization, regulatory and accrediting agencies.

**HTHTEK 103: Introduction to Basic Coding HTHTEK 103** *(3.00 SU)*

This course introduces the use of the International Classification of Diseases Clinical Modification (CM) codes for diagnoses and Procedural Coding System (PCS) to code procedures. Students learn to analyze clinical disease processes, use diagnosis and procedural terminology, sequence and assign codes correctly using current coding manuals and computerized encoder.

**HTHTEK 110:** **Ambulatory Care Coding** *(3.00 SU)*

This course introduces the practice and principles of classification systems utilized in alternate health care facilities. Classification systems studied include Diagnostic and Statistical Manual of Mental Disorders (DSM), Systematized Nomenclature of Medicine (SNOMED), Ambulatory Payment Classification (APC), Healthcare Common Procedural Coding System (HCPCS Level II) used for reimbursement of outpatient services rendered.

**HTHTEK 230: Electronic Health Records in the health** *(3.00 SU)*

This course is designed to provide health information students with the basic knowledge and skills necessary to use electronic health record (EHR) systems in the healthcare setting. The importance of national, regional, and state initiatives will be discussed in addition to practical experience using software.

**Elective course** *(0.50 SU)*

*Students are eligible to apply for the LAMC certificate upon successful completion of the health information technology courses listed above and the Health Occupations 063, 064, & 065 courses (5.50 semester units).*

**Pharmacy Technician Degree**

Basic Certificate – Certificate of Achievement **(20 Semester Units)**

Associate Degree in Pharmacy Technician **(60 Semester Units)**

**Description**: Upon successful completion of the required coursework students are eligible to apply for the State of California Pharmacy Technician licensure and are prepared to work in outpatient, inpatient, and home health care pharmacy settings. In this program, students acquire the fundamental pharmacy technician skills in an outpatient, inpatient, or home health care pharmacy setting and learn to apply ethics related to the pharmacy technician profession.

**PHRMCTK 21: Retail Products for Pharmacy Clerks** *(3.00 SU)*

Designed for the Pharmacy Clerk student to provide basic knowledge about Over-the-Counter (OTC) products in relation to their accepted therapeutic uses. Students will understand the steps involved in safely choosing a non-prescription product.

**PHRMCTK 23: Introduction to Pharmacy** *(2.00 sU)*

Examines the roles and opportunities open to pharmacy clerks and technicians in various practice settings. Students will be introduced to pharmaceutical dosage forms, the drug development process, and drug classification systems. This course also includes an introduction to prescription labeling and to the law and ethics for pharmacy practice.

**PHRMCTK 29: Body Systems I** *(3.00 su)*

Students will learn the indications, dosage, and adverse effects of prescription medications, nonprescription medications, and alternative therapies used to treat diseases affecting the muscular, skeletal, respiratory, renal, cardiovascular, and hematologic systems. Students will master an understanding of basic anatomy, physiology, pharmacology, and learn the brand and generic name, standard pronunciation, and routes of administration for each medication studied. Students will also learn medical terminology and abbreviations associated with the use of medication therapy affecting the body systems studied.

**PHRMCTK 30: Body Systems II** *(3.00 su)*

Students will learn the indications, dosage, and adverse effects of prescription medications, nonprescription medications, and alternative therapies used to treat diseases affecting the nervous, endocrine, gastrointestinal, reproductive, immune, ears/nose/throat, and dermatologic systems. Students will master an understanding of basic anatomy, physiology, pharmacology, and learn the brand and generic name, standard pronunciation, and routes of administration for each medication studied. Students will also learn medical terminology and abbreviations associated with the use of medication therapy affecting the body systems studied.

**PHRMCTK 31: Pharmacy Calculations** *(2.00 SU)*

Students will learn calculations related to drug dosage, measurements of strength, and preparation of medications. This course also includes inter-conversion of units in the metric and common systems of measurement. Emphasis is placed on unit-cancellation for solving pharmacy problems. This course includes a strong verbal component.

**PHRMCTK 32: Pharmacy Operations** *(4.5 su)*

Examines processing, handling, and preparing medications and medication orders in both the outpatient and compounding pharmacy settings in a manner consistent with the legal and ethical guidelines. This course will prepare the students to master the skills needed to begin an outpatient pharmacy externship

**PHRMCTK 34: Community Pharmacy Externship** *(2.5 su)*

The externship will give students the opportunity to apply and practice skills developed in other pharmacy technician courses in a community or outpatient pharmacy

*Students are eligible to petition for Associate Degree in Pharmacy Technician upon successful completion of additional general education courses for a total minimum of 60 semester units.*

*Licensed Vocational Nurse*

**Proposed New Certificate and Degree Programs/ LMI Reports**

**Licensed Vocational Nurse**

Certificate of Achievement/A. A. **(57 Semester Units)**

**(Courses Under Development)**

**(For Credit- LMI Report)**

|  |  |  |
| --- | --- | --- |
| Semester 1 | Semester 2 | Semester 3 |
| Vocational Nursing 100 | Vocational Nursing 102 A | Vocational Nursing 103 A |
| Vocational Nursing 101A | Vocational Nursing Skills Lab 102B | Vocational Nursing 103B |
| Vocational Nursing Skills Lab 101B |  | Vocational Nursing 104A |
|  |  | Vocational Nursing 104B |

**Medical Office Administrative Assistant (TOP: 1208.20)**

Certificate of Achievement **(16 Semester Units)**

**(For Credit- LMI Report)**

**Description**: This certificate is designed to prepare the student for employment as an administrative medical assistant in a physician's office or clinic, including performing administrative duties, communicating effectively with patients, applying HIPAA rules, and educating patients regarding office policies.

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| --- |
| **Semester 1** |
| Health Occupations 062: Skill Set for the Healthcare Professional *(2.00 SU)* | Biology 033: Medical Terminology  |
| Health Occupations 064: Cultural and Legal Topics for Healthcare Professionals *(1.00 SU)* | Health Occupations 065: Fundamentals for the Healthcare Professionals *(2.50 SU)* |
| Allied Health 021: Basic Life Support for the Healthcare Provider *(0.50 SU)* | Allied Health 100 (NEW): Job Application Skills for Healthcare *(1.00 SU)* |
| HTHTEK 100: Introduction to Health Information Technology (3.00 SU) | HTHTEK 103: Introduction to Basic Coding (3.00 SU) |

**Cardiovascular/EKG Technician (TOP:1215.00) –**

Certificate of Achievement

**(Non-Credit- LMI Report)**

**Description:** The Electrocardiography (EKG) technician certificate will prepare students to apply, monitor, and measure electrocardiography tests in a flexible, online learning environment with skills lab component. Key subjects needed to earn a nationally recognized EKG technician certification, include measuring basic vital signs, performing rapid response procedures, operating an EKG machine, and identifying rhythms. The certificate will also prepare students to take the Certified EKG Technician Specialist (CETS) certification exam, offered by American Education Certification Association and the Certified EKG Technician (CET), provided by the National Health-career Association.

**Preliminary Program Plan**

|  |  |
| --- | --- |
| **Semester 1** | History of EKG, EKG IntroductionEKG Interpretation, Cardiac Anatomy and PhysiologyEKG Application Theory, EKG Application Procedure |
| Biology 033: Medical Terminology |
| Health Occupations 062: Skill Set for the Healthcare Professional *(2.00 SU)* |
| Health Occupations 064: Cultural and Legal Topics for Healthcare Professionals *(1.00 SU)*  |

**Phlebotomy (TOP: 1205.10)**

Certificate of Achievement

**(Non-Credit- LMI Report)**

**Medical Assistant Program –**

Certificate of Achievement

**(For Credit- LMI Report)**

⯎ Discussion & Recommendations for Improvement

 -Job Skills Validation

 -Course & Curriculum Validation

**Academic, Technical, & Soft Skills for Career Success**



