



ALLIED

HEALTH

STI

**SOUTHEAST
TECHNICAL INSTITUTE**

Southeast Technical Institute



New Program Application

Allied Health

Associate in Applied Science

Fall 2011

Allied Health

Associate in Applied Science

Executive Summary

Southeast Technical Institute requests approval to start an Allied Health Program. This program will be offered in the following instructional delivery models:

- AAS Degree starting Fall 2011 offered traditionally on STI's campus
- Many courses included in the program are also offered in on-line and hybrid formats providing students flexibility in developing their class schedules and providing distance learning opportunities for students.

This program will allow students with diplomas in Surgical Technology, Pharmacy Technician and Health Information Services to earn an Allied Health AAS Degree. A student entering these programs will be employed in

- full service hospitals
- specialty hospitals
- specialty clinics
- general clinics
- long term care
- health insurance companies
- retail pharmacies
- consulting firms

This program will be an excellent addition to our Health Technology Programs and will provide graduates with additional employment and career advancement opportunities. Providing Surgical Technology, Pharmacy Technician and Health Information Services graduates the opportunity to earn an AAS Degree provides additional career pathways in such positions as:

- lead tech
- shift supervisor
- department coordinator
- other leadership positions within their departments

This program will allow Southeast students in Health Information Services, Pharmacy Technician and Surgical Technology, as well as other diploma and certificate program graduates to earn an Allied Health AAS Degree.

The addition of courses in communications, human relations, customer service and critical thinking will provide great benefit to the student, the employer and the health care consumer. The addition of an Allied Health AAS Degree completes the career ladder, which will enable students to advance from certificate and diploma programs into AAS Degree completion that then qualifies them to pursue a BS Degree. This program

will open the door for students wishing to further their education and benefit from our articulation with USD into the Bachelor of Science in Health Sciences.

Identification and Description of the Program

The Associate in Applied Science Degree in Allied Health provides students in one year programs the opportunity to advance their education and careers. The additional course work in the AAS Allied Health Degree will expand their knowledge of the business and human relations side of healthcare. These skills will complement the technical skills that are the foundation of their program area.

This AAS degree also allows currently employed people who hold a diploma or certificate in a health field to earn an Allied Health Degree.

The skills and knowledge obtained from this degree program will provide graduates the opportunity to advance in their careers.

Objectives and Purpose of the Program

The primary objective of this program is to enhance the qualifications of personnel in the health care industry. This objective will be met by providing additional education to prepare graduates for a variety of careers within their skill area as well as opportunities for graduates to advance into leadership positions.

General Program Objectives include:

- Demonstrate professional behaviors consistent with the profession and employer expectations utilizing relevant ethical and legal considerations
- Evaluate information using 21st Century Skills including problem solving and critical thinking skills relevant to a health care position
- Communicate effectively with patients, physicians and colleagues based upon respect for the dignity and worth of each person
- Exhibit behavior conducive to effective teamwork
- Develop leadership skills to positively impact the workplace
- Expand students knowledge of the business and human relations side of the health care industry
- Provide an understanding of how documentation and other forms of communication create a more effective workplace
- Provide students with the knowledge, skills and attitudes to advance their health care careers
- Utilize theories and concepts to understand human behavior
- Demonstrate an awareness of the health care organization and respect for diversity

Methods of Attaining the Objectives of the Program

Upon receipt of State Board of Education approval, Southeast Technical Institute will accept 24 students for the first class to begin in Fall of 2011. The marketing campaign to recruit students will include web, print and radio spots as well as contacting prior graduates in Surgical Technology, Pharmacy Technician and Health Information Services.

The Allied Health Program will be offered traditionally at Southeast Technical Institute, but many of the required courses are offered in hybrid and on-line formats and students will have an opportunity to select an instructional delivery model that fits their schedule. On-line courses will provide students an opportunity for distance education. Southeast has been a laptop campus longer than any school in South Dakota and all classes utilize the Learning Management System, providing students with resources during class and supplemental material and information outside the classroom.

The one year diploma programs are often filled to capacity months ahead of the start of school. Students can enroll at Southeast and take courses that will allow them to fulfill the requirements of an AAS in Allied Health as they wait for an opening in their chosen program.

During development of the Allied Health Program, Southeast Technical Institute has worked with several individuals in the health care industry. These health care industry representatives are very supportive of the AAS that will allow their employees who hold diplomas and certificates to advance their education and skills. As with all other programs, Southeast Technical Institute will develop an advisory board to assist in the development and refinement of curriculum.

Description of Labor Market Demands in the United States and South Dakota

Employment Projections for Health Careers

- *Healthcare is one of the largest industries in the United States, providing 14.3 million jobs
 - *Ten of the 20 fastest growing occupations are healthcare related
 - *Healthcare will generate 3.2 million new jobs between 2008 and 2018, more than any other industry
 - *Most workers have jobs that require less than 4 years of college education
 - *Professional and service groups account for 76% of jobs in the industry
 - *Office and administrative support account for 18% of jobs in the industry
- (Source: United States Department of Labor Statistics: Bureau of Labor Statistics)

According to the United States Department of Labor – Bureau of Labor Statistic – the Healthcare Industry is being impacted by the following:

- Rapid growth in the industry
- Need to replace workers who retire
- Tougher immigration rules are slowing the number of foreign healthcare workers entering the United States
- Healthcare reform will increase the number of Americans covered by some form of health insurance which will impact the number and types of procedures being performed
- Health care workers are expected to retire in great numbers over the coming decade, many of these workers hold leadership positions in their departments

Student Needs

This educational program will provide students with another opportunity for employment in South Dakota. This program will permit students to remain within the state to acquire gainful employment within a short educational timeframe of two years.

Population to be Served by the Program

Southeast Technical Institute will recruit students from a variety of backgrounds including both traditional and non-traditional. It is anticipated that this program will attract students directly out of high school in addition to those who are unemployed, underemployed and those wanting to make a career change. Prior graduates will also look at this program as a way to advance from a diploma to an Associate Degree.

Health care is the number one employer of people in our area. The Allied Health AAS Degree will offer people opportunities to go to school and remain employed in South Dakota.

Program Capacity

Starting Semester	Delivery Format	Capacity
Fall 2011	Traditional Day	24
Spring 2012	Traditional Day	24

Projected Three-Year Budget Plan

Budgeting needs will be for adjuncts to teach additional sections.

BUDGET PROJECTIONS			
Year	2011-2012	2012-2013	2013-2014
Salaries/Benefits	\$12,000.00	\$24,000.00	\$24,000.00
FTE	Adjunct Support	Adjunct Support	Adjunct Support
Staff Travel	\$250.00	\$1,000.00	\$1,000.00
Instructional Materials	\$3,500.00	\$2,000.00	\$2,000.00
Software/Books/Fees	\$1,000.00	\$1,000.00	\$1,000.00

Southeast Technical Institute projects minimal added costs to implement this program. No additional full-time faculty positions or increased equipment are needed for this program.

Program Competencies and Entry and Exit

Program Competencies

Students with a diploma in Surgical Technology, Pharmacy Technology or Health Information Services will be able to complete required coursework in two semesters.

Program competencies will be developed, reviewed and validated by the STI Curriculum Committee and the program advisory committee. This program will be recommended to the curriculum committee as a laptop program.

Entry and Exit Points

Entry dates – Entry is desired at the start of the Fall semester, but students will be able to enroll in some classes at the start of the Spring semester.

STI is constantly working to provide additional paths through articulations agreements with 4 year colleges and universities. We will work on developing additional agreements to meet the needs of graduates from this program.

The addition of an Allied Health AAS Degree completes the career ladder, which will enable students to advance from certificate and diploma programs into AAS Degree completion that then qualifies them to pursue a BS Degree.

Statement of Non-Duplication

Western Dakota Technical Institute currently has an Allied Health Program. WDT has indicated they are not opposed to STI beginning this program. STI draws students primarily from eastern South Dakota and places graduates in the same region. Southeast Tech does not compete with Western Dakota Tech for students. According to the I-29 Corridor study there is a shortage of graduates with associate degrees and to meet the recommendations set by that study, some duplication of programs will be needed to meet workforce needs.

Curriculum Design

See Appendix A for Curriculum Sequence

Wage Factor

Wages for Pharmacy Technician

(Data is taken from our STI Graduate Survey Data for the past two years)

Beginning Wage: \$11.38

Wages for Surgical Technology

(Data is taken from our STI Graduate Survey Data for the past two years)

Beginning Wage: \$14.12

Wages for Health Information Services

A survey of recent graduates working in industry reflects a range of earnings from \$9.50 to \$13.67 per hour.

Suggested CIP Code

CIP Code: 51.0000

Title: Health Services/Allied Health/Health Sciences, General

Definition: A general, introductory, undifferentiated, or joint program in health services occupations that prepares individuals for either entry into specialized training programs or for a variety of concentrations in the allied health area.

Appendix A – Curriculum Design

Health Information Services Allied Health AAS Degree

Health Information Services Diploma Course Completion Year 1 (Refer to following page)	36 credits
Additional Credits for AAS Degree listed below Year 2	<u>30 credits</u>
Total Credits	66 credits

<u>Course Number</u>	<u>Course Title</u>	<u>Credits</u>	<u>Lec/Lab</u>
SPCM 101 T	Fundamentals of Speech	3	3/0
MATH 115	College Math	3	3/0
PSYC 101 T	General Psychology	3	3/0
BUS 217	Customer Service	3	3/0
ENGL 101 T	Composition	3	3/0
HC 121	Patient Care Techniques	3	2/2
XXX	Multidisciplinary Health Team	3	3/0
*Selected Sociology Course		3	3/0
+Selected Business Elective		3	3/0
+Selected Business Elective		3	3/0

*Students will select one of the following 3 credit courses in Sociology to meet General Education requirements. Courses marked with a 'T' can be transferred directly to the university system under the terms of articulation agreements. Students should speak with an advisor when selecting coursework.

SOC 150 T	Social Problems
SOC 250 T	Marriage & the Family

+Students will select two of the following 3 credit courses in Business to meet the Business Elective requirement.

BUS 212	Human Resources Management
BUS 210	Supervisory Management
BUS 218	Project Management
BUS 256	Ethical Decision Making

Health Information Services, Diploma

Semester	Course Title	Credits
Fall		
SSS 100	Student Success Seminar	2
CIS 100	Keyboarding (Standard is 40 cwam)	2
HC 110	Basic Anatomy	3
HC 113	Medical Terminology	2
CIS 101	Computer Essentials	2
HC 114	Health Care/Human Relations	3
COMM 102	Communication in the Workplace	3
HIS 101	Intro to Health Information Services	<u>2</u>
		19

Satisfactory completion of the above classes is required to take the following:

Spring

HIS 119	Computerized Health Systems	3
HIS 121	Insurance/Billing/Coding	3
HIS 122	Techniques and Transcription	3
HIS 124	Patient Flow and Patient Services	2
HIS 130	Clinical Preceptorship*	<u>6</u>
		17

TOTAL CREDITS 36

*Requires satisfactory completion of all required coursework and approval of Program Chair.

A "C" or higher is required for all HC & HIS courses.

Students entering a program in any semester other than outlined may not graduate in the expected amount of time.

Pharmacy Technician Allied Health AAS Degree

Pharmacy Technician Diploma Completion Year 1 (Refer to following page)	45 credits
Additional Credits for AAS Degree listed below Year 2	<u>27 credits</u>
Total Credits	72 credits

<u>Course Number</u>	<u>Course Title</u>	<u>Credits</u>	<u>Lec/Lab</u>
SPCM 101 T	Fundamentals of Speech	3	3/0
MATH 115	College Math	3	3/0
PSYC 101 T	General Psychology	3	3/0
BUS 217	Customer Service	3	3/0
ENGL 101 T	Composition	3	3/0
HIS 119	Computerized Health Systems	3	3/0
XXX	Multidisciplinary Health Team	3	3/0
*Selected Sociology Course		3	3/0
+Selected Elective		3	3/0

*Students will select one of the following 3 credit courses in Sociology to meet General Education requirements. Courses marked with a 'T' can be transferred directly to the university system under the terms of articulation agreements. Students should speak with an advisor when selecting coursework.

SOC 150 T	Social Problems
SOC 250 T	Marriage & the Family

+Students will select one of the following 3 credit courses to meet the Elective requirement.

BUS 212	Human Resources Management
BUS 210	Supervisory Management
HIS 121	Insurance/Billing/Coding

Pharmacy Technician, Diploma

Semester	Course Title	Credits
Fall		
SSS 100	Student Success Seminar	2
HC 110	Basic Anatomy	3
PHRM 100	Math for Pharmacy	2
HC 113	Medical Terminology	2
PHRM 110	Pharmacology I	3
PHRM 113	Pharmacy Principles & Practices I (Coreq PHRM 113L)	4
PHRM 113L	Pharmacy Principles & Practices I Lab (Coreq PHRM 113)	1
CIS 101	Computer Essentials	<u>2</u>
		19

Satisfactory completion of the above classes is required to take the following:

Spring		
COMM 102	Communication in the Workplace	3
PHRM 119	Pharmacy Principles & Practices II (Prereq PHRM 113) (Coreq PHRM 119L)	4
PHRM 119L	Pharmacy Principles & Practices II Lab (Coreq PHRM 119)	1
PHRM 121	Pharmacology II (Prereq PHRM 110)	3
PHRM 122	Pharmacy Law & Ethics	2
PHRM 124L	Pharmacy Lab	2
HC 114	Health Care/Human Relations	<u>3</u>
		18
Summer		
PHRM 125	Clinical* (320 hours required for completion)	<u>8</u>
		8
TOTAL CREDITS		45

*Satisfactory completion of all required course work and approval of Program Chair.

Requirements: Achievement of a "C" or better for all HC and PHRM courses.

Students entering a program in any semester other than outlined may not graduate in the expected amount of time.

Surgical Technology Allied Health AAS Degree

Surgical Technology Diploma Course Completion Year 1 (refer to following page)	51 credits
Additional Credits for AAS Degree listed below Year 2	<u>27 credits</u>
Total Credits	78 credits

<u>Course Number</u>	<u>Course Title</u>	<u>Credits</u>	<u>Lec/Lab</u>
SPCM 101 T	Speech	3	3/0
MATH 115	College Math	3	3/0
PSYC 101 T	General Psychology	3	3/0
BUS 217	Customer Service	3	3/0
ENGL 101 T	Composition	3	3/0
HIS 119	Computerized Health Systems	3	3/0
XXX	Multidisciplinary Health Team	3	3/0
*Selected Sociology Course		3	3/0
+Selected Elective		3	3/0

*Students will select one of the following 3 credit courses in Sociology to meet General Education requirements. Courses marked with a 'T' can be transferred directly to the university system under the terms of articulation agreements. Students should speak with an advisor when selecting coursework.

SOC 150 T	Social Problems
SOC 250 T	Marriage & the Family

+Students will select one of the following 3 credit courses to meet the Elective requirement.

BUS 212	Human Resources Management
BUS 210	Supervisory Management
HIS 121	Insurance/Billing/Coding

Surgical Technology, Diploma

Semester	Course Title	Credits
First		
SSS 100	Student Success Seminar	2
HC 114	Health Care/Human Relations	3
HC 118	Applied Anatomy/Physiology (Coreq HC 118L)	4
HC 118L	Applied Anatomy/Physiology Lab (Coreq HC 118)	
HC 117	Medical Terminology	1
HC 121	Patient Care Techniques I (Coreq HC 121L)	3
HC 121L	Patient Care Techniques I Lab (Coreq HC 121)	
ST 100	Surgical Techniques (Coreq Health Core, ST 110)	3
ST 110	Surgical Techniques Lab (Coreq ST 100)	2
ST 121	Surgical Asepsis (Coreq Health Core, ST 100)	<u>2</u>
		20

Satisfactory completion of the above Surg Tech classes (ST) and all Health Core (HC) is required to take the following courses.

Second		
ST 112	Surgical Procedures (Prereq ST 100)	3
ST 113	Technology for Surgical Technologists	1
ST 114	Clinical Practice I (Coreq ST 112, ST 120)	3
CIS 101	Computer Essentials	2
ST 119	Responsibilities of the Surgical Technologist (Coreq ST 114)	1
ST 120	Principles & Practice of Surg Tech (Coreq ST 112)	2
ST 120 L	Principles & Practice of Surg Tech Lab (Coreq ST 120)	
ST 122	Surgical Procedures Lab (Coreq ST 112)	2
ST 123	Surgical Pharmacology (Prereq Health Core, ST 100)	1
COMM 102	Communication in the Workplace	3
HC 102	Math for Medications	<u>1</u>
		19

Satisfactory completion of all the above courses (ST, HC, CIS 101, COMM 102) is required to take the following courses.

Third (Approximately 10 weeks)		
ST 124	Clinical Practice II (Prereq ST 112, ST 114, ST 120, ST 122, ST 123 & Permission of Program Chair)	6
ST 134	Clinical Practice III (Prereq ST 124, Permission of Program Chair)	<u>6</u>
		12
TOTAL CREDITS		51

Requirements: Achievement of a grade of "C" or higher for all ST and HC courses is required for graduation and before moving to the next semester. Clinical Placement will be chosen by the lottery (drawing out of a hat) system. Clinical sites are in the Midwest region. Students entering a program in any semester other than outlined may not graduate in the expected amount of time.

Appendix B – Letters of Support

Judy Blauwet, Senior Vice President Hospital Operations/CNO Avera Health

Kelly Tollefson, Workforce Development Coordinator, Sanford Hospital

Ron Huether, RPh, Executive Secretary, SD Board of Pharmacy

Michael A. DeLano CST, CFA, Member of the National Board of Surgical Technology and First Assisting

Wendy Kirkeby, Clinical Ed/Training Specialist Surgical Services, Sanford USD Medical Center



January 10, 2011

800 East 21st Street
P.O. Box 5045
Sioux Falls, SD 57117-5045
(605) 322-8000

www.averamckennan.org

South Dakota State Board of Education
800 Governors Drive
Pierre, SD 57501

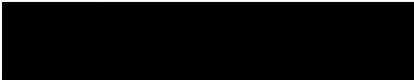
Dear Board Members:

Avera McKennan Hospital and University Health System supports the creation of a new program in Allied Health at Southeast Technical Institute. The concept of this degree allows individuals employed with us who have earned diplomas the opportunity to advance their education. We encourage our staff to improve their education whenever possible to prepare them for opportunities for advancement in health careers. The course work within this new program promotes the skills necessary to be successful in a variety of positions within the health care field.

The added bonus of an articulation with the University of South Dakota for a bachelor's degree in Health Sciences will create a better prepared workforce for the needs of tomorrow.

This becomes a win-win for the employee as well as Avera McKennan as an organization. The employee achieves professional growth while we retain a great employee. We strongly endorse the adoption of this new program.

Sincerely,



Judy Blauwet, BSN, MPH, FACHE
Sr. VP Hospital Operations/CNO

JB/srh

1305 W 18th Street
PO Box 5039
Sioux Falls, SD 57117-5039

Ph: (605) 333-1000
sanfordhealth.org



January 10, 2011

South Dakota Board of Education
800 Governor's Drive
Pierre, SD 57501

RE: AAS Degree in Allied Health

Dear Board Members:

As a person involved with workforce development I have had a chance to see and be involved with current trends in the healthcare field. These trends include the need and desire for further education and a movement to increase degree requirements for many healthcare programs. Students graduating with a diploma from Southeast Tech and other technical schools are valuable members of the skilled workforce at Sanford. There is a need for increased education and training for diploma graduates in the healthcare field who wish to advance in their career and take on more leadership roles.

The addition of general education courses, as well as business courses such as Customer Service, Human Resources Management, and the Multidisciplinary Health Team will be a great complement to the existing curriculum for Surgical Technology, Pharmacy Technician, Health Information Services, and Licensed Practical Nursing. It will also provide a path for many of our other healthcare workers to advance their education from a diploma to an associate's degree.

The new articulation with USD Bachelor of Science in Health Sciences has allowed healthcare workers with an AAS to articulate to a higher degree without loss of credits from their technical school. The opportunity to advance from a diploma to an AAS degree completes the ladder and offers unlimited opportunities for the healthcare workforce, who must now start their education over with no postsecondary credit given for obtaining a diploma.

Sanford Workforce Development supports the addition of the AAS and what it offers to students, graduates and our healthcare workforce.

Sincerely,


Kelly Tollefson
Workforce Development
Sanford Health

Our Mission:
Dedicated to the work of
health and healing



State of South Dakota – Board of Pharmacy

4305 S Louise Ave – Suite 104

Sioux Falls, SD 57106

605-362-2737

December 3, 2010

Dear Board of Education Members:

On behalf of the South Dakota Board of Pharmacy, please accept this letter as an expression of our support for an Associate of Applied Science in Allied Health at Southeast Technical Institute in Sioux Falls, South Dakota. The SD Board of Pharmacy members affirmed their support at the board meeting held today.

The health programs at Southeast Technical Institute have a long history of graduating skilled technicians that are job ready. Establishing a pathway to go beyond a diploma to an AAS degree will give students an edge in both the job market and in leadership opportunities in their chosen career. The AAS degree will include additional courses in communication, customer service, human relations, critical thinking and problem solving. The student pursuing a higher degree demonstrates the drive and commitment to their individual career area as well as the health care field in general. Program graduates are provided a path to advance in their education and current students can earn credits to work toward their AAS in Allied Health.

Thank you in advance for your consideration of this proposal and it is our hope that you will support this addition to the knowledge and skills of the students of Southeast Technical Institute.

Sincerely



Ron Huether, RPh
Executive Secretary
SD Board of Pharmacy



**SPEARFISH
REGIONAL SURGERY CENTER**

1316 North 10th Street Spearfish, SD 57783 (605) 642-3113 FAX (605) 642-3117

December 3, 2010

Board of Directors
Southeast Technology Institute
2320 N. Career Ave.
Sioux Falls, SD 57107

Re: AAS Degree for Surgical Technologists

Dear Board Members:

I would like to take this opportunity to express my support for an Associate of Applied Science in Allied Health at Southeast Technical Institute in Sioux Falls, South Dakota.

Southeast Tech is known for the excellent technical skills of its graduates. This opportunity for diploma students to advance their education to include more classes in communication, customer service, human relations, critical thinking and problem solving will set them apart on the path to a leadership role on their health care team. These additional skills will also make the graduate be more sought after in workplace opportunities. One's pursuit of an AAS degree while earning a diploma in a skill area demonstrates a student's motivation and allows a pathway to further their education. Program graduates also would have a path to advance their education to the associate's degree level. As an employer these are all attributes I look for in my employees.

As a board member for the National Board of Surgical Technology and First Assisting I realize healthcare will demand a much better rounded educational experience of its practitioners in the future. Indeed, the Association of Surgical Technologist has recognized the Associate Degree as the preferred entry level for Surgical Technologists for several years. At this time approximately 40% of the Surgical Technology programs across the country offer an Associate Degree. This number continues to increase year by year.

Please consider this proposal and support the addition of skills and knowledge the AAS offers to the students of Southeast Technical Institute.

Sincerely,



Michael A. DeLano CST, CFA
Administrator

12/22/2010

Dear Board Members:

I would like to take this opportunity to express support for a program that would facilitate students enrolled in the Surgical Technologist Program at STI to obtain an Associates of Science degree.

Classes related to enhancing communication, customer service, human relations , critical thinking and problem solving will give these individuals the skills required to function as an integral part of the Surgical Team.

We are continually looking for motivated, skilled, and well prepared employees to enhance our team at Sanford USD Medical Center.

STI has historically provided very good Surgical Technology students. To add additional skills to the student in this area of study would certainly enhance the caliber of individual sought after in the competitive workplace.

As a member of the STI Surgical Technology advisory board and as clinical educators in the surgery department at Sanford USD Medical Center, we support the addition of the knowledge the AAS offers the student.

Respectfully submitted:

Wendy Kirkeby R.N. BSN, CNOR
Clinical Ed/Training Specialist
Surgical Services
Sanford USD Medical Center
Sioux Falls, South Dakota

Judy VanOverbeke, RN, CNOR
Clinical Ed/Training Specialist
Surgical Services
Sanford USD Medical Center
Sioux Falls, South Dakota