



CLUSTER MINUTES

January 4, 2016

9:00 am – 12noon

Lake Worth Campus

ETA 159

Welcome and Introductions

ITEM 1. Nomination and Vote for Scribe

Discussion: Jane Fisher was nominated

Action: Jane Fisher accepted the nomination and Cluster unanimously voted/approved.

ITEM 2. Proposed Curriculum Changes for Medical Assisting, Surgical Technology, Massage Therapy and Medical Transcription Programs

Curriculum Change for Surgical Technology Program: (Jane Fisher, Program Director)

Reallocation of clock hours within the program courses; removed duplication of content, collapsed, aligned, and incorporated all required competencies into Core Surgical Technology Courses for direct and enhanced application of required content which will provide more hours needed for clinical components in order to assure student retention and success. The program remains at 1330 clock hours.

Curriculum Change for Medical Assisting Program: (Barbara Kalfin, Program Director)

Replacing HSC0003 (Healthcare Concepts-78hrs) with MEA 005 (Introduction to Medical Assisting-78 hrs.) and PRN0022(Body Structure and Function-69 hrs.) with MEA 231 (Anatomy and Physiology-69 hrs.) in order to provide direct and enhanced application of the same course competencies for the medical assisting student which will assure student retention and success. The medical assisting courses have the same competencies and number of hours. No change in the total number of overall program clock hours.

Curriculum Change for Massage Therapy Program (Sheryl Platt, Program Director)

Replacing HSC0003 (Healthcare Concepts-78hrs) with MSS XXX (Introduction to Massage Therapy -78 hrs.) in order to provide direct and enhanced application of the same course competencies for the massage therapy student which will assure student retention and success. No change in the total number of overall program clock hours.

Curriculum Change for Medical Transcription (Julia Steff, Dept. Chair, HI Programs.)

Revise the program name from Medical Transcription to Healthcare Documentation and Transcription Specialist to align with the national association name change to the Association for Healthcare Documentation Integrity. This also can expand our coverage of multiple advanced training certifications: CHDS, RHDS, CDIP, CDIS

In addition:

ADD:

ENC1101 College Composition 1
HIM1651C Microcomputers for Health Professions

REMOVE:

HIM2045C Foundation Skills for Transcription
HIM2020C Medical Transcription by Body System

CHANGE OF COURSE NAMES:

COURSE	CURRENT COURSE NAME	CHANGE TO
HIM2032C	Intermediate Medical Transcription	Introduction Healthcare Documentation Specialist
HIM2034C	Advanced Medical Transcription	Advanced Skills for Healthcare Documentation Specialist
HIM2652C	Medical Transcription Advanced Keyboarding and Technology	Applied Healthcare Documentation
HIM2802	Externship for Medical Transcription	Healthcare Documentation Professional Practice Experience

Discussion: Each program representative provided an over view of the proposed changes

Action: All proposed curriculum changes were unanimously approved by the Cluster.

ITEM 3. Interest in exploration of Midwifery Licensure Program Track: (Sheryl Platt, Program Director Massage Therapy)

Discussion: Sheryl Platt provided a brief over-view of this request which she received from one of her Business Partnership Council/Program Advisory Committee members.

Discussion centered on practitioner qualifcators, licensure /certifications and educational background required in Florida.

Action: Cluster approved exploration of Midwifery and for an update to be provided to the Cluster as to the need as well as to include practitioner qualifcators, licensure /certifications, curriculum and educational background required in Florida. Suggested that Cindy Goegelman be contacted as a resource for information as a result of her extensive background with Midwifery

ITEM 4. Announcements

Discussion:

- Reminders for semester deadline dates and general program announcements provided.
- Liz Carracher, Program Director for HS CCE/Advanced Training and Education provided an update to new course offerings which included Phlebotomy for Healthcare providers and the new and updated list of s list of Health Information Certification Course offerings.
- Timi Storms (Massage Therapy Program) provided information that the LW Campus NS Building has a **Plastification Bodies Exhibit**. For more information, contact Associate Dean Carolos Ramos.

Action: The Cluster requested that information about available resources such as the **Plastification Bodies Exhibit** be distributed /shared college wide; discussion revealed that very few individuals within/associated with the Cluster were aware of this valuable resource.

OTHER.

Attendance:

Vicki Shaver
Nancy Latimer
Rebecca Pleasant
Winnie E. Vassal
Nadine Sirota
Stephani Parlamento
Joann Pulido
Mark A (?)
Suzanne Pines
Deborah Copeland
Traci Kirby

Barbara Pryzby
Timi Storms
Cory Gaylord
Julia Steff
Mark McKay
Kerry Flynn
Colleen Bradshaw
Tina Colins
Jesus Venereo
Lydia Duffey
Marilee McGaughey
Colette Chiacchiero

Patty Braga
Mindy Yale
Rachel Cartwright
Kathy Archer
Raywattie Sooklall
Barbara Kalfin
Jolanna Cota
Ilse Wallace
Liz Carracher
Leslie Kent
Hope Defalo
Ann Sipes

Doreen Singer
Shernett DeMarco
Nancy Zinser
Jane Fisher
Carol Clark
Buddy Herrington
Sheryl Platt

Submitted by:

Jane Fisher

Scribe

c. Minutes Distribution List