



LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

*Changing Lives,
Creating Futures*

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Mark D. Spears, Jr.
Craig Spohn
Vincent St. Blanc, III

Student Members:

Samantha Rushlow
Shanco "Shawn" Williams

Louisiana
Community
& Technical
College System

265 South Foster Drive
Baton Rouge, LA 70806

Phone: 225-922-2800
Fax: 225-922-1185

www.lctcs.edu

APPROVED

STR 12/11/19
LCTCS BOARD OF SUPERVISORS

TO: Dr. Monty Sullivan
LCTCS President

THROUGH: Dr. René Cintrón
Chief Education and Training Officer

FROM: Dr. Adrienne Fontenot
Director of Adult Learning and Educational Programs

DATE: November 19, 2019

SUBJECT: Program Requests at Baton Rouge Community College

FOR BOARD ACTION:

Recommendation: Staff recommends the Board approve the following program requests listed below.

Program Additions

1. Career and Technical Certificate (CTC), Sterile Processing (CIP 51.1012) with an IBC in Certified Sterile Processing & Distribution Technician from the Certification Board for Sterile Processing and Distribution, Inc. – 5 STARS

Background: Baton Rouge Community College (BRCC) is requesting to add a Sterile Processing Career and Technical Certificate (CTC) to provide students with an integrated learning experience to meet the workforce needs in acute care and ambulatory hospital settings. The curriculum is based on the standards and recommendations of the Association for the Advancement of Medical Instrumentation (AAMI).

As a result of a recent needs assessment, Our Lady of the Lake Regional Medical Center (OLOL-RMC) has reached out to BRCC to request assistance in preparing students for employment as sterile processing technicians. OLOL-RMC supports multiple central supply/sterile processing departments at its main campus on Essen Lane and multiple outlying ambulatory surgical centers. There will be a need to hire more sterile technicians with the completion of medical center expansions.

Fiscal Impact: There will be no change to the current administrative structure. BRCC anticipates the need for one additional full-time faculty member to support this program.

History of Prior Actions: BRCC's Sterile Processing curriculum was approved as a Technical Competency Area (TCA) in 2017; the TCA has been deleted, and this curriculum will replace the TCA.



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Benefits to the System: The changes will ensure curriculum is aligned to industry needs and better able to prepare students for successful entry into the workforce.

A handwritten signature in blue ink, appearing to read "Monty Sullivan", is written over a horizontal line.

**Approved for Recommendation to the Board
Dr. Monty Sullivan**

12-11-19

Date



Baton Rouge Community College
201 Community College Dr.
Baton Rouge, LA 70806
(225)216-8000
www.mybrcc.edu

November 8, 2019

Board of Supervisors
The Louisiana Community and Technical College System
265 South Foster Drive
Baton Rouge, Louisiana 70806

Attention: René Cintrón, Ph.D., LCTCS Chief Academic Affairs Officer
Adrienne Fontenot, Ed.D., Director of Adult Learning and Educational Programs

Dear Drs. Fontenot and Cintrón:

Baton Rouge Community College (BRCC) requests the approval of the Louisiana Community and Technical College System (LCTCS) Board of Supervisors to offer a new credential, described below.

Program Addition:

Sterile Processing, Career and Technical Certificate (CTC) - **3 Stars**. CIP Code 51.1012

The Sterile Processing CTC prepares students to meet the workforce need for sterile processing technicians in acute care and ambulatory hospital settings. The curriculum is based on the standards of and recommendations of the Association for the Advancement of Medical Instrumentation (AAMI): students who successfully complete the curriculum will qualify to sit for the International Sterile Processing Department Technician Certification (CSPDT) Exam administered by the Certification Board for Sterile Processing and Distribution (CBSPD). The certification is expected to be attractive to students in the Surgical Technology Associate of Science (AS) as a two-course, single semester add-on, as well as to individuals who would like to work in a health care setting without a multi-semester commitment to a program. Both of the courses in the CTC are already offered at BRCC.

The LCTCS Curriculum Form and supporting documents have been uploaded to the Curriculum Library. Please let me know if you need additional information. Thank you for your consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to read "Laura Younger", is written over the typed name.

Laura Younger, M.S.
Vice Chancellor for Academic and Student Affairs, BRCC

Cc: Willie E. Smith, Jr., Ed.D., Interim Chancellor, BRCC
Margaret McMichael, Ph.D., Director of Curriculum and Articulation, BRCC

LY:mmc



**LOUISIANA'S COMMUNITY & TECHNICAL
COLLEGE SYSTEM**

Requests for Programs: New, Modification, and Adoption

Baton Rouge Community College

TYPE OF PROPOSED CHANGE		
<input checked="" type="checkbox"/> New Program	<input type="checkbox"/> Curriculum Modification	<input type="checkbox"/> Curriculum Adoption
Program Name: Sterile Processing		

AWARD LEVEL(S)	
For Board of Regents and LCTCS Review: <input type="checkbox"/> Associate of Applied Science (A.A.S.) <input type="checkbox"/> Associate of Science (A.S.) <input type="checkbox"/> Associate of Arts (A.A.) <input type="checkbox"/> Other Associate Degree Name: <input type="text"/> <input type="checkbox"/> Certificate of Applied Science (C.A.S.) <input type="checkbox"/> Certificate of General Studies (C.G.S.)	For LCTCS Review: <input type="checkbox"/> Technical Diploma (T.D.) <input checked="" type="checkbox"/> Career and Technical Certificate (C.T.C.) <input type="checkbox"/> Certificate of Technical Studies (C.T.S.)

Name: Sterile Processing – 3 Stars			
CIP: 51.1012	Credit Hours: 6	Contact Hours: 180	Award Level: C.T.C.

IBC	Issuing Body	Course Title	Course Prefix	Course Number	Credits Awarded
Certified Sterile Processing and Distribution Technician	The Certification Board for Sterile Processing and Distribution, Inc.	Sterile Processing Basics	HLSC	1204	4

PROPOSED CHANGE a) For New Programs, state the purpose and objective; b) For Curriculum Modifications, state previous credit and clock hours; c) For Program Termination, state program and all award levels; d) For Curriculum Adoption, state the college from which curriculum is being adopted and the date it was approved by LCTCS.

Approval for Baton Rouge Community College (BRCC) to offer a career and technical certificate (CTC) in Sterile Processing.

IMPLEMENTATION DATE (Semester and Year)

Spring 2020

HISTORY OF PRIOR ACTIONS

Provide an overview of changes to this program.

The Board of Supervisors for the Louisiana Community and Technical College (LCTCS) approved the request of BRCC to offer a Sterile Processing technical competency area (TCA) in April, 2017. Following the elimination of TCAs by the Board of Regents from the programs included in their Academic Affairs policy 2.15, Definitions of Undergraduate/Graduate Certificates and Undergraduate Degrees in August, 2017, BRCC submitted a proposal to the Board of Supervisors for deletion of the TCA.

The proposed CTC in Sterile Processing, a one-semester program, is intended to replace the TCA. The added benefit of the CTC, by definition, is that students will be eligible for the Certified Sterile Processing and Distribution Technician industry-based certification (IBC) upon completion of HLSC 1204, Sterile Processing Basics, one of the required courses for the CTC.

The CTC is expected to be completed by students in Surgical Technology Associate of Science program, who will be able to begin working in a hospital surgical environment upon attainment of the IBC while they are completing the AS, if they so desire. BRCC expects the program to be appealing to other students interested in employment in a healthcare environment without committing to two years of college.

JUSTIFICATION FOR THE PROPOSED CHANGE

Include support such as four-year university agreements, industry demand, advisory board information, etc.

As a result of a recent needs assessment, Our Lady of the Lake Regional Medical Center (OLOL-RMC) has reached out to BRCC to request assistance in preparing students for employment as sterile processing technicians (also known as medical equipment preparers). OLOL-RMC supports multiple central supply/sterile processing departments at its main campus on Essen Lane and multiple outlying ambulatory surgical centers. There will be a need to hire more sterile technicians with the completion of medical center expansions.

The current trend in central supply/sterile processing departments involves extensive on-the-job training of employees, which costs time and money. Hiring individuals with an educational foundation and proven competency through national certification can save time and money for the hospital departments responsible for control and prevention of healthcare facility-acquired infections. An educational program in central service and sterile processing would be beneficial to the healthcare and public communities.

BRCC has responded to OLOL-RMC by proposing the two-course, one term Sterile Processing Technician CTC, which prepares students for the Sterilization Processing and Distribution Technician Certification Exam offered by the Certification Board for Sterilization Processing and Distribution. Individuals passing the exam earn the title of Central Sterilization Processing and Distribution Technician (CSPDT). Currently, hospitals and medical facilities in Louisiana do not require this certification for hiring, but this requirement is in place in New Jersey and is being considered in other states. Students who complete the Sterile Processing Course and successfully pass the certification exam can be eligible for these jobs in just one semester.

The National Bureau of Labor Statistics (BLS) cites the employment of Central Sterile Supply Technicians is expected to have an average growth of 14% between 2014-2024 and have median annual wage of \$37,990 (Bureau of Labor Statistics, U.S. Department of Labor, Occupational Employment Statistics, Occupational Employment and Wages as of May 2018: on the Internet at <http://www.bls.gov/oes/current/oes319093.htm#nat>, attached, visited April 2019).

Although contrary to the national outlook, it is noteworthy that there are few current job listings for Sterile Processing Technicians in the Baton Rouge area (Regional Labor Market 2); currently, the only institutions offering this type of training are Southern University at Shreveport and SOWELA Technical Community College. The Louisiana Workforce Commission gives this occupation a three (3) star rating with a projected growth rate for the state of 1.2%, with an annual average wage of \$30,586 (Louisiana Workforce Commission data, attached, as of April 2019). This is very likely due to the practice by medical centers of recruiting and training current employees from other departments rather than by hiring outside of their ranks. BRCC is confident that the expressed needs of the medical community, and by extension, of those served by the hospitals and clinics, will be met with the proposed program.

LOUISIANA WORKFORCE COMMISSION STAR LEVEL (<http://www.laworks.net/Stars/>)

5 Stars
 4 Stars
 3 Stars
 2 Stars
 1 Star
 0 Stars
 (Transfer)

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION

Main Campus
 All Locations
 Sites (list below)
 Distance Education

Site 1: Frazier Site, 555 Julia Street, Baton Rouge

QUALIFIED FACULTY (Check all that apply)

<input checked="" type="checkbox"/> Use Existing Faculty #: <u>1</u>	<input type="checkbox"/> Hire Adjunct Faculty #: _____	<input checked="" type="checkbox"/> Hire Full-Time Faculty #: <u>1</u>
MINIMUM CREDENTIALS REQUIRED FOR FACULTY		
Education: Associate degree in Surgical Technology from a regionally accredited school required, Bachelor degree in any field preferred	Experience: Minimum of two years of experience, either in the operating room scrub role or as an instructor in surgical technology, or combination of both within the last five years.	Certification: National Board of Surgical Technology/Surgical Assisting (NBSTSA) certification in Surgical Technology AND Certified Sterile Processing and Distribution Tech (CSPDT) through the Certification Board for Sterile Processing and Distribution (CBSPD) OR Certified Registered Central Service Technician (CRCST) through International Association of Healthcare Central Service Materiel Management (IAHCSMM)

FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS
Department: Allied Health
Describe how this change will affect the administrative structure and/or allocation of departmental funds in terms of faculty, facilities, support, and any other resources.
The proposed program will not impact the administrative structure of the department (Allied Health) or division (Nursing and Allied Health). Faculty: 1 additional 9 month faculty member (\$42,000 + benefits = \$60,900) BRCC anticipates the need for one additional full-time faculty member to support this program. The projections found in the Surgical Technology Programs Schedule of Faculty Responsibilities form (Exhibit A*) and the Surgical Technology Program Instructional Workload Form (Exhibit B*) reflect two current faculty members of the Surgical Technology Program and one adjunct. Hiring one additional full-time faculty member will not only provide classroom and lab instruction for the sterile processing program, but also for the surgical technology program, replacing the need for the adjunct

each spring semester. Direct clinical supervision is required for both the surgical technology and sterile processing programs for each clinical site that accepts students during each Fall and Spring semesters. BRCC has established clinical sites for students in the College's Surgical Technology Associate of Science (AS) program to receive practical training. Direct supervision of BRCC students by a BRCC faculty member is required at each of the clinical sites. Because sterile processing is critical for surgical procedures, there is a logical and well-established relationship in hospitals and clinics between sterile processing departments and surgical departments. As a result of this relationship, BRCC anticipates being able to provide practical training for students in both programs, under the supervision of one surgical technology faculty member at each site.

* Attached

Facilities: \$0

No additional facilities or special buildings will be needed for the proposed program.

Baton Rouge Community College, Nursing and Allied Health Division located at the Frazier Site, 555 Julia Street in Baton Rouge, has sufficient space to support the proposed program's faculty and student needs. Lecture and lab facilities, offices, etc. will be provided at the BRCC Frazier Site. Roughly 2000 square feet of space has been identified for use as a surgical skills lab. The lab is equipped with surgical technology equipment and instrumentation donated by Franciscan Missionaries of Our Lady University (formerly Our Lady of the Lake College). Additional equipment and supplies will be provided by BRCC as needed and is eligible for purchases through the Carl Perkins Grant.

The lab is currently only used by students enrolled in the Surgical Technology program two (2) days a week during the Spring semesters and four (4) days a week during the Summer semesters. The Sterile Processing Program will use the surgical technology classroom and a section of the surgical skills lab when not in use by the surgical technology program, making more efficient use of the space. The surgical skills lab is already set up and used for sterile processing by surgical technology students which makes it ideal for expanding the time it is used. Additional classroom space and computer labs are available at the Mid-City campus in the Governors, Louisiana and Cypress buildings as well. In addition, BRCC main campus offers a full range of student support and student resources.

Library Resources: \$0

No additional library resources will be needed.

ANTICIPATED ENROLLMENT:					
Students	Year One	Year Two	Year Three	Year Four	Year Five
DAY	10	12	15	20	20
EVENING	0	0	0	0	0
DISTANCE EDUCATION		5	10	15	20

ANTICIPATED ENROLLMENT:	
Describe Process for Attaining & Estimating Enrollment:	<p>The Associate of Science degree in Nursing program at Baton Rouge Community College currently admits the top 60 out of 200-300 applicants annually. The Diagnostic Medical Sonography program admits the top 10-12 applicants to its program each spring from a pool of 30-40. The Surgical Technology Program admits the top 15 out of 25-30 applicants. Students who qualify for nursing or allied health programs, but are not admitted due to limited space or missing one or two pre-requisite courses are an excellent pool for the Sterile Processing CTC. The Program will also appeal to students who need additional coursework to maintain a full time status while waiting to apply to alternate programs. Possession of certification as a Central Sterilization Processing and Distribution Technician (CSPDT) provides an opportunity for students to work in a healthcare setting while pursuing additional educational goals in healthcare.</p> <p>The program also teams with Work Ready-U and Propel America programs to assist in the transition of students into college and workforce.</p>

PROGRAM ACCREDITATION:	
Is Program Accreditation, Licensure or Certification Required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	If YES, please provide projected accreditation/licensure/certification date:
Type/Name of Program Accreditation, Licensure or Certification Required:	

PROGRAM CURRICULUM – See Exhibit C (attached)
 Use the template below or insert separate attachment. All modifications should include the OLD and NEW curriculum with changes appropriately noted so that it is visually clear what has been added, deleted and/or changed. Note if any special requirements, such as internships, are part of the curriculum. List all embedded IBCs. If you are adopting curriculum, you do not need to complete this section.

BENEFITS TO THE SYSTEM

Discuss how this change will benefit your students, your community, and the LCTCS.

Benefit to Students

An increased number of students choose to pursue an education in healthcare each year. However, hundreds of students are left to pick up the pieces and develop a new plan for achieving this goal after not being accepted into their initial program of choice. A limited number of clinical sites and instructor-to-student ratio limitations affect the number of current positions available for students to obtain. Many students are left each year not being accepted into their program of choice which leaves them feeling lost and desperate with an increased chance of dropping out. The Allied Health department would like to offer the

students whose ambition of being involved in healthcare, but may not possess the necessary skills or admission requirements, or those who are awaiting acceptance into their program, an opportunity to work towards an alternate completion of the proposed Sterile Processing CTC. An alternate completion pathway in allied health could be used as a final completion point into industry or a stepping stone for those desiring opportunities for progression. The proposed Sterile Processing CTC will support the needs of the institution while academic qualifications and assessments ensure competent individuals are available to meet the workforce needs of the area healthcare community.

Benefit to Community

The current trend in central supply/sterile processing departments involves extensive on-the-job training of employees which costs the department in time and money. Hiring individuals with an educational foundation and proven competency through national certification can save the time and money for the department responsible for control and prevention of healthcare-acquired infections. An educational program in central service and sterile processing would be beneficial to the healthcare and public communities. The healthcare community will benefit from competent individuals available to be employed in CS/SPD while the academic and public communities will benefit from the additional pathway to enter the healthcare field while academic departments will be able to increase the number of annual completers.

Benefit to the LCTCS

Goal 1 of the Our Louisiana 2020 initiative - to double the number of graduates annually – has prompted exploration of additional program development within the department of allied health. Clinical education restrictions limit the number of students which can be admitted to many healthcare education programs. Due to the selective admissions process, the current programs already have high graduation rates. The only way to increase the number of graduates will require the development of new competitive programs, such as one in Sterile Processing, to bring in and graduate more students. The added benefit to all stakeholders is that the credential prepares students to enter the workforce immediately.

SIGNATURES:

College Chief Academic Officer

Date

College Chief Executive Officer

Date

Exhibit C: Program of Study

Sterile Processing (Career and Technical Certificate)

The Sterile Processing Career and Technical Certificate (CTC) is a one semester 6 credit-hour program which provides students with an integrated learning experience in knowledge, skills, values, and competencies to meet the workforce needs for sterile processing technicians in acute care and ambulatory hospital settings. The curriculum is based on the standards and recommendations of the Association for the Advancement of Medical Instrumentation (AAMI). Students who successfully complete the curriculum will qualify to sit for the International Sterile Processing Department Technician Certification (CSPDT) Exam administered by the Certification Board for Sterile Processing and Distribution (CBSPD).

Admission Criteria

Applicants must:

- Be 18 years of age or older
- Have a high school diploma or GED and be admitted to BRCC.
- Have an entrance test score eligible to take ENGL 1013 and MATH 1113/1213.
- *Pass a Drug Screen
- *Pass a Criminal Background Check

*Due to the practicum portion of the Sterile Processing Basics Course

Application Process

The application for admission to the Sterile Processing CTC is available on the BRCC website. The Sterile Processing CTC program is offered every fall and spring semester. Applications will be processed and students will be accepted on a first come first serve basis until the class is full.

Admission Process

Students admitted to the Sterile Processing CTC program will receive additional instructions regarding program requirements that include but are not limited to: submission of personal health history, results of a physical examination, a TB skin test and various immunizations as required by the clinical affiliates. Costs for all requirements are borne by the student.

Urine Drug Screen

A positive urine drug screen or any attempt to tamper with a specimen may disqualify an applicant and/or result in dismissal from the Sterile Processing program.

Criminal Background Check

Applicants to the Sterile Processing CTC Program must pass a criminal background check, with all costs incurred by the student. Applicants who have been charged with, pled guilty or nolo contendere to, been convicted of, or committed a criminal offense that involves a crime of violence or distribution of drugs may not be allowed to complete the practicum component of the program.

To receive this career and technical certificate, the student must:

- Have a cumulative GPA of 2.00 or better in all credit hours to be used towards certificate.
- Earn a "C" or better in courses used toward the credential.
- Complete the coursework listed below.

Program Outcomes. Upon successful completion of the program, the graduate will be able to:

1. Demonstrate appropriate and effective methods of communication with members of the sterile processing and surgical teams, with sensitivity and appreciation for individual differences.
2. Demonstrate behavior that reflects integrity, supports objectivity and promotes trust in the

- profession and its practitioners.
3. Integrate knowledge from biological sciences with concepts of sterile processing to ensure safe handling of reusable medical devices.
 4. Perform proficiently and competently as a sterile processing technician in the cognitive, psychomotor and affective learning domains.
 5. Display responsible habits which lead to life-long professional and personal growth.

Program of Study

First Semester		Semester Credit Hours	Semester Contact Hours
HLSC 1204	Sterile Processing Basics	4	150
HLSC 1012	Introduction to Health Professions	2	30
Semester Total:		6	180

For more information, contact the Division of Nursing and Allied Health at 225-216-8879.