LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

TO: Dr. Monty Sullivan
LCTCS President

THROUGH: Dr. Wendi Palermo *WP*
Chief Education and Training Officer

FROM: William Tulak *WT*
Director of Institutional Effectiveness

DATE: February 1, 2023

SUBJECT: Program Requests at Northwest Louisiana Technical Community College

APPROVED 3/8/23
LCTCS BOARD OF SUPERVISORS

FOR BOARD ACTION

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

Program Modification

1. Certificate of Technical Studies (CTS) in Patient Care Technician CIP (51.2601) – **2 STARS**
    a. Career and Technical Certificate (CTC) in Nursing Assistant CIP (51.2601) with an Industrial Based Certification in Certified Nurse Aide – **2 STARS**

Program Additions

1. Career and Technical Certificate (CTC) in Phlebotomy Skills CIP (51.2601) with an Industrial Based Certification in Phlebotomy Technician – **2 STARS**
2. Career and Technical Certificate (CTC) in EKG Skills CIP (51.2601) with an Industrial Based Certification in EKG Technician – **2 STARS**

Background: Northwest Louisiana Technical Community College is modifying the Patient Care Technician program. The CTS will change from 29 credit hours to 26 credit hours. The CTC in Nursing Assistant name is changing to a CTC in Health Aid. The revised Health Aid CTC will change from 16 credit hours to 8 credit hours. A Career and Technical Certificate (CTC) in Phlebotomy Skills and in EKG Skills are being added as exit points to the curriculum.

Fiscal Impact: There will be no fiscal impact unless otherwise noted.

History of Prior Actions: There is a history of revising programs to meet student and workforce needs.

Benefits to the System: These requests will allow NLTCC to better meet student and workforce needs.

3.8.23

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

Patient Care Technician - 02/07/2023

TYPE OF PROPOSED CHANGE : Curriculum Modification

PROGRAM NAME : Patient Care Technician

AWARD LEVEL(S)

For Board of Regents and LCTCS Review:	For LCTCS Review:
Name:	Technical Diploma (T.D.) Certificate of Technical Studies (C.T.S.) Career and Technical Certificate (C.T.C) TCA - For Archive Purpose Only

NAME OF PROGRAM(S) and AWARD LEVEL(S)

Stars : 2 Stars

Name: Patient Care Technician	**Program Delivery Mode:** Hybrid

CIP: 51.2601	**Credit Hours:** 26.00	**Contact Hours:** 795.00	Certificate of Technical Studies (C.T.S.)

IBC: Patient Care Technician	**Issuing Body:** NHA NOw	**Course Title:** Professional Aspects for Healthcare Providers	**Course Prefix:** HCOR	**Course Number:** 1801	**Credits Awarded:** 1.00	**IBC Awarded upon Completion?** : No-Test is Required

Stars : 2 Stars

Name: Nursing Assistant	**Program Delivery Mode:** Hybrid

CIP: 51.2601	**Credit Hours:** 8.00	**Contact Hours:** 210.00	Career and Technical Certificate (C.T.C)

IBC: BLS for Health Care Providers	**Issuing Body:** American Heart Association	**Course Title:** Skills Application	**Course Prefix:** HCOR	**Course Number:** 1212	**Credits Awarded:** 1.00	**IBC Awarded upon Completion?** : No-Test is Required

IBC: Certified Nurse Assistant	Issuing Body: LDHH	Course Title: Skills Application	Course Prefix: HCOR	Course Number: 1212	Credits Awarded: 1.00	IBC Awarded upon Completion?: No-Test is Required

Name: EKG Skills					Program Delivery Mode: Hybrid	

CIP: 51.2601	Credit Hours: 13.00	Contact Hours: 360.00	Career and Technical Certificate (C.T.C)			

IBC: EKG Technician	Issuing Body: NHA Now	Course Title: EKG Clinical	Course Prefix: HEKG	Course Number: 1123	Credits Awarded: 1.00	IBC Awarded upon Completion?: No-Test is Required

Name: Phlebotomy Skills					Program Delivery Mode: Hybrid	

CIP: 51.2601	Credit Hours: 17.00	Contact Hours: 495.00	Career and Technical Certificate (C.T.C)			

IBC: Phlebotomy Technician	Issuing Body: American Society of Phlebotomy Technician	Course Title: Phlebotomy Clinical	Course Prefix: HPHL	Course Number: 1023	Credits Awarded: 3.00	IBC Awarded upon Completion?: No-Test is Required

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.

Update in CTC Health Aid hours from 16 credit and 470 clock to 8 credit and 210 clock
Update in overall CTS hours from 29 credit and 905 clock to 26 credit and 795 clock
Deleted LEAD 1003 Work Readiness class from curriculum
Updated HCOR 1211 from 3 credit hours to 4 credit hours
Updated HCOR 1212 from 2 credit hours and 80 clock hours to 1 credit hour and 45 clock hours
Added CTC EKG Skills - 13 credit hours and 360 clock hours
Added CTC Phlebotomy Skills - 17 credit hours and 495 clock hours

IMPLEMENTATION DATE (Semester and Year)	Summer 2023	To be implemented in Summer 2023

HISTORY OF PRIOR ACTIONS
Provide an overview of changes to this program.

There is a history of reviewing and updating programs to meet college and community needs.

JUSTIFICATION FOR THE PROPOSED CHANGE
Include support such as four-year university agreements, industry demand, advisory board information, etc.

This request will allow NLTCC to better meet student and workforce needs.

SITE(S) OF NEW PROGRAM OR CURRICULUM MODIFICATION: All Campuses

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QUALIFIED FACULTY (Check all that apply)

Use Existing Faculty: Yes	**Hire Adjunct Faculty:** No	**Hire Full-Time Faculty:** No
# - Full Time: 4	**# - 0**	**# - 0**
# - Part Time: 2		

ADMINISTRATION and IMPLEMENTATION COSTS

Department :

How will this change affect the administrative structure and/or allocation of departmental funds in terms of:

Faculty :	**Facilities :**	**Library Resources :**
Support :	**Related Fields :**	**Other :**

MINIMUM CREDENTIALS REQUIRED FOR FACULTY

Education: Minimum of Technical diploma in practical nursing and an LPN license. Must have a minimum of one-year full-time nursing experience in a nursing home or skilled nursing facility (SNF).	**Experience:** The PCT program abides by the following guidelines established by the Louisiana Department of Health. Instructors must: (1) Be an RN or LPN with a current valid Louisiana license and (2) have two years of experience in caring for the elderly and /or chronically ill.	**Certification:** RN or LPN with a current valid Louisiana license

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FISCAL IMPACT: ADMINISTRATION and IMPLEMENTATION COSTS

Department : Health Occupations

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.

This change should have minimal fiscal impact.

ANTICIPATED ENROLLMENT:

Students	Year One	Year Two	Year Three	Year Four	Year Five

DAY	20	25	30	35	40
EVENING					
DISTANCE EDUCATION					
Describe Process for Attaining & Estimating Enrollment:					

PROGRAM ACCREDITATION:	
Is Program Accreditation, Licensure or Certification Required?	Mandatory **Accreditation status:** Approved
Type/Name of Program Accreditation, Licensure or Certification Required:	DHH

DESCRIBE IMPLEMENTATION COSTS (Include Faculty, Facilities, Library Resources, etc.)

PROGRAM CURRICULUM
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.

Subject Code	Course Number	Course Title	Lecture Hours	Lab Hours	Contact Hours	Credit Hours	Clinical Hours
Program, Degree or Concentration: Nursing Assistant-CTC					**Credit Hours:** 8.00		
CPTR	1002	Computer Literacy and Applications	30.00	60.00	90.00	3.00	0.00
HCOR	1211	Nursing Fundamentals I	45.00	30.00	75.00	4.00	0.00
HCOR	1212	Skills Application	0.00	45.00	45.00	1.00	0.00
Program, Degree or Concentration: EKG Skills-CTC					**Credit Hours:** 13.00		
CPTR	1002	Computer Literacy and Applications	30.00	60.00	90.00	3.00	0.00
HCOR	1211	Nursing Fundamentals I	45.00	30.00	75.00	4.00	0.00
HCOR	1212	Skills Application	0.00	45.00	45.00	1.00	0.00
HCOR	1200	Introduction to Anatomy & Physiology	30.00	30.00	60.00	2.00	0.00

HEKG	1113	EKG	30.00	30.00	60.00	2.00	0.00
HEKG	1123	EKG Clinical	0.00	30.00	30.00	1.00	0.00

Program, Degree or Concentration: Phlebotomy Skills-CTC   **Credit Hours:** 17.00

CPTR	1002	Computer Literacy and Applications	30.00	60.00	90.00	3.00	0.00
HCOR	1211	Nursing Fundamentals I	45.00	30.00	75.00	4.00	0.00
HCOR	1212	Skills Application	0.00	45.00	45.00	1.00	0.00
HCOR	1200	Introduction to Anatomy & Physiology	30.00	30.00	60.00	2.00	0.00
HPHL	1013	Phlebotomy	60.00	60.00	120.00	4.00	0.00
HPHL	1023	Phlebotomy Clinical	15.00	90.00	105.00	3.00	0.00

Program, Degree or Concentration: Patient Care Technician-CTS   **Credit Hours:** 26.00

CPTR	1002	Computer Literacy and Applications	30.00	60.00	90.00	3.00	0.00
HCOR	1211	Nursing Fundamentals I	45.00	30.00	75.00	4.00	0.00
HCOR	1212	Skills Application	0.00	45.00	45.00	1.00	0.00
HCOR	1200	Introduction to Anatomy & Physiology	30.00	30.00	60.00	2.00	0.00
BOTH	1210	Administrative Procedures for Medical Office	30.00	60.00	90.00	3.00	0.00
HPHL	1013	Phlebotomy	60.00	60.00	120.00	4.00	0.00
HEKG	1113	EKG	30.00	30.00	60.00	2.00	0.00
HCOR	1601	Communication Techniques in Healthcare	30.00	30.00	60.00	2.00	0.00
HPHL	1023	Phlebotomy Clinical	15.00	90.00	105.00	3.00	0.00
HEKG	1123	EKG Clinical	0.00	30.00	30.00	1.00	0.00
HCOR	1801	Professional Aspects for Healthcare Providers	30.00	30.00	60.00	1.00	0.00

BENEFITS TO THE SYSTEM

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

This request will allow NLTCC to better meet student and workforce needs.

KEYWORDS

Patient Care Technician
PCT
Phlebotomy
EKG

Patient Care Technician
(51.2601)

Program Description & Curriculum

This program prepares individuals for a variety of job opportunities in the health occupations areas and is generated to meet the need for cross training of employees in health care facilities. Graduates may find employment in long-term care facilities, hospitals, laboratories, and clinics where basic bedside nursing skills are required, as well as the skills of phlebotomy, performing electrocardiograms (EKG), stress testing, and other monitoring procedures.

Degrees/Certificates

Career and Technical Certificate (CTC)

Certificate of Technical Studies (CTS)

Course #	Course Title	Lecture/ Lab Cr Hours	Credit Hours	Lecture clock hrs.	Lab/ Clinical Hrs.	Total Clock Hours
CPTR 1002	Computer Literacy and Applications	2/2	3	30	60	90
HCOR 1211	Nursing Fundamentals I	3/1	4	45	30	75
HCOR 1212	Skills Application	0/1	1	0	45	45
	CTC - Nursing Assistant		**8**	**75**	**135**	**210**
HCOR 1200	Introduction to Anatomy & Physiology	2/1	2	30	30	60
BOTH 1210	Administrative Procedures for Medical Office	2/2	3	30	60	90
HPHL 1013	Phlebotomy	4/2	4	60	60	120
HEKG 1113	EKG	2/1	2	30	30	60
HCOR 1601	Communication Techniques in Healthcare	2/1	2	30	30	60
HPHL 1023	Phlebotomy Clinical	1/3	3	15	90	105
HEKG 1123	EKG Clinical	0/1	1	0	30	30
HCOR 1801	Professional Aspects for Healthcare Providers	2/1	1	30	30	60
	CTS - Patient Care Technician		**26**	**300**	**495**	**795**
	Additional Credentials Available:					
CPTR 1002	Computer Literacy and Applications	2/2	3	30	60	90
HCOR 1211	Nursing Fundamentals I	3/1	4	45	30	75
HCOR 1212	Skills Application	0/1	1	0	45	45
HCOR 1200	Introduction to Anatomy & Physiology	2/1	2	30	30	60
HEKG 1113	EKG	2/1	2	30	30	60
HEKG 1123	EKG Clinical	0/1	1	0	30	30
	CTC - EKG Skills		**13**	**135**	**225**	**360**
CPTR 1002	Computer Literacy and Applications	2/2	3	30	60	90
HCOR 1211	Nursing Fundamentals I	3/1	4	45	30	75
HCOR 1212	Skills Application	0/1	1	0	45	45
HCOR 1200	Introduction to Anatomy & Physiology	2/1	2	30	30	60
HPHL 1013	Phlebotomy	4/2	4	60	60	120
HPHL 1023	Phlebotomy Clinical	1/3	3	15	90	105
	CTC - Phlebotomy Skills		**17**	**180**	**315**	**495**

Signature: *William Tulak*

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Signature: *Wendi Palermo*

Email: wendipalermo@lctcs.edu

F.8.NLTCC Consent Items

Final Audit Report   2023-03-04

Created:	2023-03-03
By:	Sara Kleinpeter (sarakleinpeter1@lctcs.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAGIYV6kb7WkmohjKcsXO9x4ElVVk58d37

"F.8.NLTCC Consent Items" History

📄 Document created by Sara Kleinpeter (sarakleinpeter1@lctcs.edu)
2023-03-03 - 7:44:20 PM GMT- IP address: 68.72.117.244

✉️ Document emailed to William Tulak (williamtulak@lctcs.edu) for signature
2023-03-03 - 7:45:24 PM GMT

📄 Email viewed by William Tulak (williamtulak@lctcs.edu)
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✍️ Document e-signed by William Tulak (williamtulak@lctcs.edu)
Signature Date: 2023-03-04 - 0:40:12 AM GMT - Time Source: server- IP address: 75.65.132.170

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2023-03-04 - 0:40:13 AM GMT

📄 Email viewed by Wendi Palermo (wendipalermo@lctcs.edu)
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✉️ Document emailed to Katie Waldrop (katiewaldrop@lctcs.edu) for signature
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