

PROGRAM REVIEW

**For Occupational Programs
Implemented Under the Provisions of Series 37 of the
West Virginia Council for Community and Technical College Education**

Institution: Southern West Virginia Community and Technical College
Program: Central Sterile Supply Technician, Certificate

March 2017

PROGRAM REVIEW
Southern West Virginia Community and Technical College
Programs Without Specialized Accreditation

Summary of Findings
2016-2017

Program Name: Central Sterile Supply Technician, Certificate
Hours Required for Graduation: 30

I. Synopses of significant findings, including findings of external reviewer(s)

A. Adequacy

1. The program is adequately staffed with qualified faculty.
2. The curriculum adequately meets the requirements for the student to take the national certification.
3. Supplies and equipment are available in the lab.
4. Advisory Committee is actively involved in the program.
5. Students completing the program were employed.
6. Students that did not obtain the certificate from Southern and completed the program major courses were able to find employment.
7. Employees working in the central sterile department of a hospital were able to take four credit hours online, and be able to test for the national certification.
8. Employers voiced satisfaction of the graduates they hired.
9. The assessment system ensures that the student has attained the proper learning and competency abilities.

Conclusion: The program meets minimum adequacy requirements.

B. Viability

1. Low cost program, employing only one full-time faculty that also teaches other classes.
2. Low operational budget.
3. A grant provides funds for salary and benefits.
4. All the supplies and equipment are shared with the Surgical Technology Program.
5. The program maintains clinical contracts with facilities in Logan, Charleston and Williamson WV, South Williamson and Pikeville KY.

Conclusion: The program meets minimum viability requirements.

C. Necessity

1. The program meets both an educational and employment need.
2. The program meets employed technicians ability to take the national certification.
3. The program has input from an advisory committee.

Conclusion: The program meets minimum necessity requirements.

D. Consistency with Mission

1. Program supports the mission and vision of the institution.

Conclusion: The program is consistent with the mission of the college.

II. Plans for Program Improvement, Including Timeline

Program advertising and marketing materials for the program to be developed. This should begin fall 2017 and continue into spring 2018.

III. Identification of Weaknesses or Deficiencies from the Previous Review and the Status of Improvements Implemented or Accomplished

The program underwent an initial post audit review in 2011. Enrollment was the main concern and still remains a current concern. The West Virginia Council for Community and Technical College Education (CTCS), requested a follow-up report to address the specific assessment measures and how the results were utilized for program improvement. The follow-up report was submitted and accepted with continuation of the program and no corrective actions. Additionally, the Allied Health and Business Advisory Committee is actively involved with the program and provides direction and guidance for program improvement.

IV. Five Year Trend Data on Graduates and Majors Enrolled

No specific trends can be identified based on program enrollment or graduates. The last cohort enrolled two, and both obtained certification. However, the cohort in the previous year enrolled eight and only six received certification.

V. Summary of Assessment Model and How Results Are Used for Program Improvement

The assessment model contains a variety of measurements for classroom performance. Students are assessed by written, oral and performance of skills. Clinical facilities complete a daily evaluation of the student performance in the department. The student must complete 400 clinical hours in a hospital facility. If skills standards are not met, the student is returned to the lab for remediation.

VI. Data on Student Placement

Since fall 2012, fourteen students received certification and nine students were employed. Three students enrolled in the Surgical Technology Program to further their education.

VII. Final Recommendation Approved by the Governing Board

See the attached resolution for Board of Governors final recommendation and signatures.

PROGRAM REVIEW
Southern West Virginia Community and Technical College
Programs Without Specialized Accreditation
2016-2017

Program Name: Central Sterile Supply Technician, Certificate
Date of Last Review: 2011-2012 Post-Audit; 2012-2013 Post-Audit Follow-Up Report

I. Program Description

The Central Sterile Supply Technician program at Southern West Virginia Community and Technical College was implemented in fall 2009. This is a two semester program designed to introduce the primary responsibilities of a sterile processing technician. The program is available on the Logan Campus. All Southern campuses offer the program support courses.

The central sterile supply technician functions as an integral part of the sterilization department. The primary responsibilities include practical application of learned concepts and procedures and experience instrument identification, preparation, storage, and distribution of supplies and equipment.

Program completion requires four hundred clinical hours and prepares the student to take the national certification exam. This program also provides an option for those currently employed in the Central Sterile Processing Department of a hospital to take specific identified courses which enable them to sit the certification exam and maintain their employment.

II. Specialized Accreditation Information

There is no specialized accreditation associated with this program. The program does follow the standards set by the International Association of Healthcare Central Service Material Management (IAHCSMM). Following these standards allows the students to take the IAHCSMM national certification.

III. Program Statement on Adequacy, Viability, Necessity, and Consistency with College Mission

A. Adequacy

1. Curriculum

The curriculum for the certificate degree in Central Sterile Supply Technician currently consists of 30 credit hours. Curriculum changes were instituted for fall 2016 which included the elimination Essentials of Human Systems (BS 118) and addition of Anatomy and Physiology I (BS 124). This change provides the student a pathway into the surgical technology program. The student must also complete as a

program requirement, 400 clinical hours in a healthcare facility.

The program has designed an option for individuals currently working in the Central Service Department of a hospital that need to take the certification exam to maintain their employment. As an employee they have completed their 400 hands-on clinical hours. Also, completing these two classes, AH 130 Introduction to Sterile Processing, and AH 160 Sterile Processing II, allows them to take the national certification exam. They do not receive a certificate from Southern.

Courses are delivered in a variety of ways. Students may take classes in a traditional classroom or online. The courses have a required laboratory and clinical component.

The curriculum can be found in Appendix I.

2. Faculty

The Central Sterile Supply Technician Program has one full-time faculty member to teach the core classes in the program. This position is currently held by Meloney McRoberts. This faculty member teaches courses in support of multiple allied health programs. Qualified college faculty teach the general education and elective course requirements. The coordinator oversees the program and verifies the students have met the requirements to obtain certification. The faculty meet or exceed the qualifications of the college's accrediting body.

Faculty data information can be found in Appendix II.

3. Students

a. Entrance Abilities

The program is an open admission program in accordance with the open-door admission policy of Southern West Virginia Community and Technical College. Students entering the program must have a high school diploma or a high school equivalency (GED or alternative approved examination).

There are no program entrance abilities required of students. Those enrolling in college-level English are required to meet minimum scores on the ACT or Accuplacer exam prior to enrollment in this course or those who do not meet the minimum ACT or Accuplacer scores are required to enroll in a developmental/curricula English course.

b. Exit Abilities

The students must pass all courses in the specified curriculum and complete 400 hands on clinical hours in a hospital facility in order to obtain the certification from Southern.

c. Graduate Follow-up Data

Graduate follow-up data can be found in Appendix III.

4. Resources

a. Financial

The Central Sterile Supply Technician Program receives institutional support. The program's operational budget for the 2016-2017 year was \$1500.00. These funds are adequate to meet the needs of the program. The program has benefited from additional grant support.

b. Facilities

The laboratory utilized for this program is shared with the Surgical Technology Program. Equipment and supplies are adequate for the program.

The program utilizes a number of facilities to obtain clinical experience. The clinical facilities have been very supportive through their donations of expired supplies. Additionally clinical facilities have provided mentors at each facility for the students.

5. Graduate and Employer Satisfaction

Enrollment for the program varies each year, from two to ten students enrolling in the fall semester. Enrollment for this program along with the number of graduates for the past years may be found in Appendix III.

6. Assessment Information

The Central Sterile Supply Technician program utilizes a variety of assessment measures which are reviewed as part of the certificate degree program. Student achievement in general education and support courses is assessed in accordance with the institution's plan for assessment. Written and instrument identification exams are given. The student also demonstrate their skills in the clinical setting.

The educational goals of the program include: identification, function, and care of instruments; practices related to the principles of asepsis, disinfection and sterilization; ability to operate the equipment in the department; and safety issues.

Measurements used to evaluate student achievement of the educational goals include; written and oral exams, identification of instruments, and demonstration of proper use of department equipment. The student must demonstrate competency skills for each of the required skills listed on the competency skill checklist before entering the clinical setting. Student performance is evaluated each day that the student is in the clinical setting. This evaluation is then used to identify strengths and weaknesses of the student's ability to perform the role of central sterile supply technician.

Students who opt to take the national certification exam and obtain successful completion of the exam can acquire certification in Central Sterile Supply. Few students choose to take the exam because not all facilities require the student to be nationally certified.

Graduate and employer surveys were mailed six months after graduation; however, none were returned. Some graduate and employer surveys were able to be performed via telephone. Graduates who responded by phone reported satisfaction with their chosen field of study. All employers surveyed were satisfied with the graduates.

7. Previous Program Reviews

In 2011 the initial post-audit review of the Central Sterile Supply Technician was conducted. A follow-up report was requested by The West Virginia Council for Community and Technical College Education (CTCS), to address specific assessment measures and how the Advisory Committee is involved in providing direction or guiding program improvements. The follow-up report was submitted and accepted by the Board of Governors and the CTCS with continuation of the program without corrective action.

8. Advisory Committees

The advisory committee for the Central Sterile Supply Technician consists of employees of various health care facilities representing administrative and staff positions. The group actively participates in making recommendations and provides excellent clinical rotation for the students. The facilities also donate expired supplies and equipment, which students are able to utilize in the laboratory setting. A formal advisory meeting is held at least once a year at the college. Ongoing feedback is provided by the clinical facilities as the coordinator or clinical instructor visit and also via telephone and e-mail.

9. Strengths/Weaknesses

a. Strengths

- (1) One full-time dedicated faculty and coordinator.
- (2) Licensed and qualified staff.
- (3) Cooperation of clinical facilities.
- (4) Equipment and supplies for demonstration in laboratory setting.
- (5) Students are employed after program completion.
- (6) Advisory Committee is actively involved in the program.
- (7) Low cost program with low operational budget.
- (8) Grant currently provides funds for salary and benefits.
- (9) Supplies and equipment are shared with the Surgical Technology AAS Program.

b. Weaknesses

- (1) Enrollment varies each year.
- (2) Lack of survey response from both graduates and employers
- (3) Hiring faculty reports the pay is low.

These weaknesses have been addressed by contacting those students who were not accepted into other Allied Health programs and making them aware of the Central Sterile Supply Technician Program; converting surveys to an electronic format to help improve response rates; and, clinical department heads report they requested increased wages to maintain their department with qualified personnel.

B. Viability

Enrollment for the program varies each year, from two to ten students enrolling in the fall semester. Enrollment for this program along with the number of graduates for the past years may be found in Appendix III.

1. Program Enrollment and Graduates

Year	Enrollment	Graduation	Employment
Fall 2012	7	4*	2*
Fall 2013	24	1	3
Fall 2014	31	4	3
Fall 2015	16	6	1
Fall 2016	16**	4	

*Four student received a certificate from Southern. Two students were hired. The second student did not complete all the support courses, however, completed the major courses and they were able to perform the job functions of a central sterile technician.

**Five students enrolled in fall 2016 are on track to graduate in May 2017 if they complete all the support classes.

Fall 2012 six students received a certificate from Southern and two students were hired. The second student did not complete all the support courses, but did complete the major courses and was therefore able to perform the job functions of a central sterile technician.

Of the students that entered the program, 19 received certification from Southern, and nine students were hired. Graduate and employer surveys were mailed six months after graduation; however none were returned. Graduate and employer surveys were then completed via telephone. All graduates surveyed via phone were satisfied with their chosen field of study. The following facilities hiring graduates; Logan Regional Medical Center, Thomas Memorial Hospital, and Saint Francis Hospital surveyed via phone were satisfied with the graduates.

The salary range is from \$10.25 to \$12.20 per hour.

All graduates employed obtained a certificate from Southern, except one. That student only completed the major courses, however, the skills obtained met the requirements for the central sterile department for that facility.

Three students chose to take the national certification exam and passed. Logan Regional Medical Center is the only facility requiring certification. Three students enter into the Surgical Technology Program to advance their degree.

Southern currently has contracts in six hospital facilities to provide clinical hands on experience

2. Program Course Enrollment

Program course enrollments can be found in Appendix III. Appendix III includes enrollment per semester for the past five years.

3. Service Courses

See Appendix I.

4. Off-Campus/Distance Delivery Classes

Students have the option of taking some of their support courses online as well as two major courses. Clinicals are completed onsite at approved hospitals.

5. Articulation Agreements

There are no articulation agreements for this program.

C. Necessity

No firm statistics are available for job outlook for the next five years. The turnover in the hospital department shows a need to continue the program. Southern is the only college that provides the Central Sterile Supply Program in a ten hospital service area.

The program also serves as a “feeder” into the Surgical Technology Program.

D. Consistency with Mission

The program meets the institution’s mission in a variety of areas. The college strives to fulfill current and future higher educational and vocational/technical needs of the residents. The courses for the program serve the student needs and requirements for a certificate degree, and to prepare the student to take the national certification.

IV. Recommendation

The program advisory board agrees the program is vital to the local service areas and should be continued. The hospital department managers have submitted to continue to provide clinical rotations. Boone Memorial Hospital in Boone County just recently requested allowing students to use their facility as a clinical rotation.

Based upon the results of the data provided, it is recommended that the Central Sterile Service Program be continued.

Appendix I Curriculum

Effective Fall 2017
Central Sterile Supply Technician
Certificate
Minimum 30 Credit Hours

Purpose: The program is designed to introduce the primary responsibilities of a sterile processing technician including practical application of learned concepts and procedures. Experienced instrument identification, preparation, storage, and distribution of supplies and equipment will be taught. Four hundred clinical hours are required. The program will prepare the student to take the national certification exam. Any one working in the Central Sterile Supply Department of a hospital and needing to take the certification exam to maintain their employment may take only AH 130, AH 135, and AH 160 All other students must take all the required courses in the program.

The full Central Sterile Supply Technician Certificate Program is available on the Logan Campus. The Boone/Lincoln, Williamson, and Wyoming/McDowell campuses offer the program support courses only.

Dept/No. Title Credit Hours

Support Courses

AH 200 Health Care Ethics and Law *	1
BS 124 Human Anatomy and Physiology I	4
BS 127 Microbiology	3
CS 103 Introduction to Applications*	1
EN 101 English Composition I*	3
EN 102 English Composition II*	3

Major Courses

AH 130 Introduction to Sterile Processing*	2
AH 135 Surgical Instrumentation	3
AH 160 Sterile Processing II*	2
AH 165 Sterile Processing Practicum I	4
AH 167 Sterile Processing Practicum II	4

*Classes offered online

Appendix II Faculty Data

Faculty Data

(No more than **TWO** pages per faculty member)

Name: Judith Curry Rank: Assistant Professor
 Check one: Full-time Part-time _____ Adjunct _____ Graduate Asst. _____
 Highest Degree Earned: Bachelor of Science in Nursing
 Date Degree Received: May 1990
 Conferred by: West Virginia University Area of Specialization: Nursing
 Professional registration/licensure: West Virginia Registered Nurse License
 Years of employment at present institution: 17
 Years of employment in higher education: 17
 Years of related experience outside higher education: 33
 Non-teaching experience: 33

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

Year/Semester	Course Number & Title	Enrollment
2015/Spring	SG120 Surgical Technology I	9
	SG 230 Surgical Technology III	7
2015/Fall	SG 100 Introduction to Surgical Technology	17
	SG 101 Surgical Technology Skills*	17
	SG 220 Surgical Technology II	9
	SG 210 Surgical Pharmacology	9
	AH 165 Sterile Processing Practicum I	2
2016/Spring	SG 120 Surgical Technology I	13
	SG 230 Surgical Technology III	8
2016/Fall	SG 100 Introduction to Surgical Technology	14
	SG 101 Surgical Technology Skills*	14
	SG 220 Surgical Technology II	9
	SG 210 Surgical Pharmacology	9

*Team Teaching 50%

- (b) If degree is not in area of current assignment, explain.

Faculty Data

(No more than **TWO** pages per faculty member)

Name: Meloney McRoberts Rank: Instructor
 Check one: Full-time Part-time Adjunct Graduate Asst.
 Highest Degree Earned: Associate in Applied Science
 Date Degree Received: May 2001
 Conferred by: Southern West Virginia Community and Technical College
 Area of Specialization: Surgical Technology
 Professional registration/licensure: Certified Surgical Technologist
 Years of employment at present institution: 4 years as adjunct; full time since August 2008
 Years of employment in higher education: 12
 Years of related experience outside higher education: 8
 Non-teaching experience: 8

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

Year/Semester	Course Number & Title	Enrollment
2015/Spring	SG 120 Surgical Technology I*	9
	AH 160 Sterile Processing II*	6
2015/Fall	SG 101 Surgical Technology Skills*	17
	AH 130 Introduction to Sterile Processing	2
2016/Spring	SG 120 Surgical Technology I*	13
	AH 160 Sterile Processing II	2
	AH 167 Sterile Processing Practicum III	2
2016/Fall	SG 101 Surgical Technology Skills*	15
	AH 130 Introduction to Sterile Processing	4
	AH 135 Surgical Instrumentation	6
	AH 165 Sterile Processing Practicum I	4

*Team Teaching 50%

- (b) If degree is not in area of current assignment, explain.

Appendix III
Enrollment, Graduation, Employment

Year	Enrollment	Graduation	Employment
Fall 2012	7	4*	2*
Fall 2013	24	1	3
Fall 2014	31	4	3
Fall 2015	16	6	1
Fall 2016	16**	4	

*Four student received a certificate from Southern. Two students were hired. The second student did not complete all the support courses, however, completed the major courses and they were able to perform the job functions of a central sterile technician.

**Five students enrolled in fall 2016 are on track to graduate in May 2017 if they complete all the support classes.