Transitioning from Certificate to Degree

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HOW PATRIOTS FANS
Patriots Den
WILL WALK INTO WORK TODAY

Learning Outcomes

Review terms related to degree programs and higher education

Outline institutional accreditation standards and programmatic accreditation models

Develop plan transitioning from certificate to degree model

Why an Associate Degree in ST?

Healthcare education trends

Legislation and accountability

Expanded role of the CST

Technological advances in surgical equipment

CAAHEP/ARCSTSA Directive- 2021

Initial questions

If we are not a program affiliated with a higher educational institution, how can we offer a degree?

If we are a certificate program in a higher education institution, how can we ensure a smooth transition to a degree program?

What impact will this have on reportable outcomes?

Key Terms

AAS: associate in applied science degree -number of ST credits is more than 50% of the degree plan, target is 60 credits

Core:

- for surgical technology – CCST 6th
- for higher ed – gen eds (i.e. math, English, & humanities)

Contact hours: the number of hours you meet in a given term

- Public schools are reimbursed based on number of contact hours
- Must use same terminology used in higher education
- Ex. For a 3 credit course, contact hours is typically 48. 48/16 weeks = 3 hours

Certificate models - questions

What are the total number of hours currently in your certificate award?

Partnering with a Higher Ed Institution

Program will become categorized as a "consortium."

- See SIG, pp. 3-4, separate fee applies

Must have a *Memorandum of Understanding* outlining the responsibilities of each school

One school must have **regional** accreditation

STOP: Be sure that credentials of ALL the faculty meet both CAAHEP and the Regional Accreditation requirements – most likely will need an associate degree as well as CST® credential.

First steps

Develop a timeline for implementation: When do we want to roll this out?

- Meet with administration to discuss
- Does the institution have a process in place?

Present strategic plan to your Program Advisory Committee

- Be sure it is included in the minutes

Review institutional/regional accreditation (i.e. SACSCOC) and programmatic (CAAHEP) standards

- Substantive change requirements Standard V.E.

Begin developing a curriculum/degree plan and assessment plan

Mapping the Curriculum

Start with listing the required courses for graduation

- English, Math, Science, and humanities/fine arts

When choosing the courses for the degree plan, be sure to understand the pre-requisites

- For example: If you will have A&P in the plan, sometimes a biology is the prerequisite. One alternative may be an intro to A&P class.
- May require pre-requisites to be completed before applying to the program

Contact Hours & Course ID

Takes the most work when designing a degree plan

Total contact hours will increase due to added gen ed classes

Convert clock hours to contact hours, separate them into lecture and lab

Example: if the class meets 4 hours per week for lecture and 2 hours per week for lab, it is listed as 4 lecture 2 lab (16 week semester)

- Clinical externships may be calculated slightly differently

There are specific guidelines when assigning a course ID. See Institutional policy.

- Ex. **SRGT 1405 Intro to Surgical Tech**

Master Course List Examples

Course ID	Name	Credits	Lecture	Lab	Lab days per week	Contact hours
SRGT 1405	Intro to Surg Tech	4	3	2	1	80
SRGT 1409	Fundamentals of Periop	4	2	6	1	128
ENGL 1301	English Comp I	3	3	0	0	???
SRGT 1541	Procedures I	5	4	0	0	???

Consider adding a column for course outcomes

STOP! For Texas Programs

Guidelines for Instructional Programs in Workforce Education (GIPWE)

http://www.thecb.state.tx.us/reports/pdf/3378.pdf?CFID=36975766&CFTOKEN=54802090

Or simply Google "GIPWE Texas"

For clinical "externships," pp. 14-15, Table 3.1

- Discusses how to assign course identification and calculate contact hours

Maximum allowed contact hours, pp. 30-33, Table 4.1

Suggested Degree Plan - AAS

33-36 credits in surgical technology

24-27 credits in general education (see grad requirements in HIED)

- Anatomy & physiology I-II with labs
- Microbiology
- English comp I
- College math
- Fine arts or humanities

Medical terminology, physics, principles of chemistry & pharmacology could be embedded into ST courses

Reporting – Substantive Change

Standard V.E. (Standards Interpretive Guide, p. 40)

Maximum enrollment capacity (**STOP**: Is your student to instructor ratio no greater than 10 to 1 for labs?)

- Resources such as inventory, classroom and lab dimensions, computer access and staffing will be scrutinized; be prepared to support the changes

Course sequencing (ARCSTSA Forms C-1 and C-2, and C-3)

Reporting - Data

Example – James Peach is a CST with a certificate from *your program*. He decides he wants an AAS.

Do you have to report data to ARCSTSA for a graduate that comes back and finishes a degree?

No. You already included that data on an annual report.

- The only exceptions are; (1) if it is a recent graduate you're tracking for graduate satisfaction or employer satisfaction. ***Therefore, the answer is yes***, and (2) it is also a positive placement if they are continuing their education.
- ***There may be reporting requirements for this group in the near future from ARCSTSA***

Caveats to Consider for Handbook

Be sure all coursework is done by the class graduating semester – cohort model (4-5 sequential semesters)

Failure of a core course (non-surgical): What (if any) may be repeated?

Readmission policy: Roll back to next cohort? Reapply?

Expiration on sciences (A&P, Micro, etc.): 5 years?

Syllabi must mimic those of other programs at the higher ed institution

Policies for admission, grievances, appeals, drug screening and criminal background check must be consistent with other health programs or approved by higher ed

Remuneration policy

Disclaimer: Handbook revisions should be reviewed by office of general counsel or responsible administrator.

Additional Questions & Points of Emphasis

When will the certificate sun setting take place?

Be sure administration is aware there may be a gap in graduates

Become familiar with all of the ARCSTSA forms (SIG p. 40)

When scheduling ST courses, be sure to get feedback from colleagues (A&P, English, etc.) to ensure availability

Don’t forget to consider simultaneous cohorts in year 2 clinical – not on same day!!

What is the HIED institution’s policy on prior learning?

RECAP…

1. Decide on target date for roll out – 18 to 24 months
2. Draft a *Memorandum of Understanding* with partner
3. Put it on the PAC agenda and record in minutes
4. Gather all schedules, course descriptions, and grad requirements
5. Develop degree plan (ST cr = 33, Core cr = 27) & assessment plan
6. Convert clock hours to contact hours and credits
7. Complete appropriate reporting forms (Standard V.E. – Sub Change for ARCSTSA)
8. Revise student handbook with new policies
9. Match up syllabi in HIED format
10. Breathe!

DO YOUR JOB