

### Staff Meeting Minutes

<b>INSTITUTION NAME:</b>	Florida SouthWestern State College		
<b>DATE, TIME, + LOCATION OF MEETING:</b>	7/26/2019, 10:30am-RM 102		

ATTENDANCE			
Community of Interest	Name(s) – List all members. Multiple members may be listed in the same category.	Present – Place an ‘x’ for each person present	
Program Director	Joe Washburn	x	
Medical Director	Alex Rodi		
Program Coordinator	Chris Clemens	x	
Program Coordinator	Tresa Hibben	x	
Program Coordinator	Matt Stachler	x	
Program Coordinator	Rima Stevens	x	
EMS Support Specialist	Mike Knoop		
EMS Support Specialist	Tracy House	x	
EMS Support Specialist	Tammy Mole’	x	
EMS Support Specialist	Linda Welch	x	
Other			

Agenda Item		Discussion	Action Required	Lead	Goal Date
1.	Call to order	Joe: Call the meeting to order to discuss effectiveness results on Paramedic	Yes / No	Joe	
2.	Roll call	Tracy	Yes / No	Tracy	
3.	Review and approval of meeting minutes		Yes / No	NA	
4.	<input type="checkbox"/> Review the program's annual effectiveness outcomes <input type="checkbox"/> 1. Graduate survey <input type="checkbox"/> 2. Job Placement <input type="checkbox"/> 3. Completion rate <input type="checkbox"/> 4. Obstetric Patient Assessment <input type="checkbox"/> 5. Pediatric Patient Assessment <input type="checkbox"/> 6. Licensure Exam	<p>Joe: Since we need to have effectiveness plans for our college accreditation body as well as for CoAEMPS, we chose to evaluate and track data that overlaps into the CoAEMPS. We intern have set a lot of goals based on the standards for CoAEMPS.</p> <p><u><b>Graduate survey</b></u>                      Joe stated From the 2017-18 graduating class there were a total of 40 graduates. Of these 40 graduates currently only 39 have attempted and 36 successfully passed the state examination to obtain licensure. We have made an attempt to survey all 36 students, however, have only received feedback from 14 of the students. This puts our survey responses at around 39%.</p> <p>From the 2016-17 graduating class there were a total of 44 graduates. Of these 44 graduates currently only 43 have attempted and 40 successfully passed the state examination to obtain licensure. We have made an attempt to survey all 40 students, however, have only received feedback from 18 of the students. This puts our survey responses at around 55%.</p> <p>Since this is a rolling average for 2 cycles, the total number of graduates was 76 and we received feedback from a total of 32. This puts our survey responses at 42%.</p> <p>Our goal to was obtain feedback from 75% of our Paramedic students.</p>	Yes / No	Joe	

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	<p>A copy of this Graduate Survey was passed around to all attending.</p> <p>Discussion:                      We are going to continue to try and reach out to all of the students who we have not received feedback from. We will be contacting them in August and again in November. Also as a group the idea was brought up that maybe letting the graduation class know that we will be contacting them 6 months after graduation with a survey. Another idea was to get updated emails and phone numbers for the graduation class during the last semester or class. And make sure we are emailing it to all the emails we have on file not just their school email. We decided to keep the goal the same and keep adding to it over the course of the next 6 months. And put all the other ideas into play with the 18-19 cohort.</p> <p><b><u>Job Placement</u></b></p> <p>Joe: CoAEMPS has set a threshold of 70% for the job placement. We set a goal of 70% for our effectiveness plan. The goal is appropriated based on previous years job place of 2016-2017 place rate was 81%. However, the 2016-2017 cohort had an abnormal amount of students who were already employed. This data is captured 6 months after the academic year.</p> <p>In the 2016-2017 paramedic cohort, there 44 graduating paramedic student. Of the 44 students, 34 or 81.8% of them had positive job placement.</p>			

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	<p>In the 2017-2018 cohort, there were 40 paramedic graduates. Of the 40 students, 14 or 35% of the students either confirmed by telephone or email in June 2019 that they were employed in a related field.</p> <p>Since this is a two-year cycle, there was a total of 84 graduating paramedics, of which 48 or 57% of them had a positive job placement.</p> <p>Discussion:                      We decided to leave the goal at 70% because we have not met this percentage yet. We are going to call in August again and then November to see if we can get the other 17-18 cohorts feedback. We will intern continue to update the number of surveys we receive back with who is actually employed and working in a related field We also need to make sure that we are sending the survey to all of the emails on file not just there school email. Also for the next cohort we are going to let them know a month or two before graduation that they need to watch there email and that they will be receiving this graduate survey 6 months after graduation. Also at this time make sure we have there current email and phone number on file. We cannot ask them if they are employed when they leave the class it must be asked in 6 months after. This will go hand in with the graduate survey assessment.</p> <p><b><u>Completion rate</u></b>                      Joe was looking over the data for completion rate of the Paramedic program and noticed an error on the data. We should not be counting students who are retaking the course as we have already counted them in our numbers as a fail, drop etc.</p>			

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	<p>Discussion: Linda said that she calculated it and we were right at 70.1%. Joe said that we need to get this sorted out before we speak about any changes or adjustments that need to be made.</p> <p><b><u>Obstetric Patient Assessment</u></b></p> <p>Joe: The program results for the 2016-2017 academic year showed the average obstetric assessment was 3.63. The results are below our goal of 5.</p> <p>The program results for the 2017-2018 academic year showed the average obstetrics assessment was 4.43. The results are below our goal of 5. However, the program did see a 22% increase in obstetrics assessments between the two years.</p> <p>Discussion:</p> <p>We all agree that with the changes in staff being on the hospital floor in O/B, that we should exceed this goal for the next cohort. Also changes will be made to the grading based on these goals we have set. The students are doing the bare minimum for the CoAEMPs standards. We will review next year depending on if we meet the goal with the next cohort. Intern we do not want to lower or make the goal higher, we want to see what the next year holds.</p> <p><b><u>Pediatric Patient Assessment</u></b></p> <p>Joe: During the 2016-17 academic term, our Paramedic students averaged 18.07 pediatric patient assessments while completing clinical or field rotations.</p>			

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	<p>During the 2017-2018 term, the paramedic cohort averaged 18.2 pediatric patient assessments. Since this is a two-year cycle, the total average for the 2016-17 (18.07) and 2017-18 (18.2) is 18.13. The results of the two years are still below our 10% increase or 20 pediatric assessment goal.</p> <p>Discussion: We added a staff member to the pediatric floor, as well as are making changes to the grading based on the goals we have set. We want to see how these changes effect the assesments during clinical and field rotation before lowering the goal. 18 might be the most we can expect to see but again with the changes being made with the paramedic program all together we hope to see a rise.</p> <p><b><u>Licensure Examination</u></b></p> <p>Joe: In 2016-2017 cohort, there were 44 paramedic graduates. Of the 44 students, 30 of them attempted the National Registry Paramedic (NRP) exam. Of the 30 who tried only 17 students passed on their 1st attempt. The results demonstrated a 57% pass rate for 1st attempts.</p> <p>In 2017-2018 cohort, there were 40 paramedic graduates. Of the 40 students, 39 of them attempted the National Registry Paramedic (NRP) exam. Of the 39 who tried only 25 students passed on their 1st attempt. The results demonstrated a 64% pass rate for 1st attempts.</p> <p>Since this is a rolling average for 2 cycles, the total number of test-takers were 69 and 42 students passed on their 1st attempt giving an average 60% pass rate.</p>			

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		<p>Our goal is 75% currently.</p> <p>Discussion: We are going to leave the goal at 75%. There was an improvement and over the last cohort we have made great strides to move towards the National Standards in our curriculum. We are writing our own exams and item analysis. We are also changing the steps students take to get into the paramedic program for the 19-20 cohort. We also spoke about how the cumulative score of 92% for the 17-18 cohort, which means that on the second try a total of 36 students out of the 39 who attempted the exam passed. Which we are all very pleased with and surprised. We have no doubt that this goal should be met.</p>			
5.	Next meeting(s)	0//2019	Yes / No		
6.	Adjourn		Yes / No		

Minutes prepared by \_\_\_\_\_

Date \_\_\_\_\_

Minutes approved by \_\_\_\_\_

Date \_\_\_\_\_

*If item #5 above was acted on, then:*

Medical Director's signature \_\_\_\_\_

Date \_\_\_\_\_

