

Unit Operational Plan

Due March 22nd, 2024

2024-2025

Name of Unit: EMS Program

Mission Statement (for the unit): The mission of the Jefferson State EMS Program is to prepare competent entry-level Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains with or without exit points at the Advanced Emergency Medical Technician and/or Emergency Medical Technician levels.

Unit Goals

Unit Goals	Unit Outcome	Institution Strategic Plan	Fundamental Principles
Unit Goal 1: Attract, recruit, and retain quality full-time and part-time faculty to meet the needs of the program.	All faculty positions will be filled with qualified personnel.	ISP IV B: Increase opportunities for professional development for all employees	FP 3.3: Qualified personnel who enable the college to fulfill its purpose.
Unit Goal 2: Maintain Program accreditation	The EMS Program will continue to be accredited by CAHEEP as required for students to achieve certification and licensure.	ISP I A2: Improve alignment of industrial programming with local businesses and industry.	FP 2.2: Career and professional associate degree programs that integrate general and career-specific education and prepare students for immediate employment. FP 5.1: Training for Business and Industry / Workforce Development courses, certificates, and other activities that respond to individual and corporate needs, with particular emphasis on the local labor market.
Unit Goal 3: Provide funding for technology for content delivery.	Faculty will have access to updated audiovisual and internet technology for presenting and recording lectures.	ISP 2 E: Increase the number of awards and credentials earned by students.	FP 2.2: Career and professional associate degree programs that integrate general and career-specific education and prepare

			<p>students for immediate employment.</p> <p>FP 2.4: Certificate programs and other learning opportunities that enable students to acquire specific training to prepare for employment or advancement in jobs requiring skilled employees.</p> <p>FP 2.6: Distance learning programs and classes that promote accessibility through new technologies.</p>
<p>Unit Goal 4: Provide funding for lab technology.</p>	<p>Faculty will have access to updated equipment for lab and simulation education.</p>	<p>ISP 1 A2: Improve alignment of industrial programming with local businesses and industry.</p>	<p>FP 2.2: Career and professional associate degree programs that integrate general and career-specific education and prepare students for immediate employment.</p> <p>FP 3.2: Physical facilities, technological resources and other resources that promote learning.</p>
<p>Unit Goal 5: Provide funding for EMS full-time faculty development.</p>	<p>Full time faculty will have access to adequate clinical, academic, and instructional development.</p>	<p>ISP 4 B: Increase opportunities for professional development for all employees.</p>	<p>FP 3.3: Qualified personnel who enable the college to fulfill its purpose.</p> <p>FP 4.2: Professional development experiences that enable personnel to maintain currency in their respective fields, increase their awareness and use of alternative methods of meeting the needs of a diverse student population, and develop innovative approaches to fulfilling their roles in the institution.</p>
<p>Unit Goal 6: Produce enough graduates at all EMS certification levels to meet the needs of our community.</p>	<p>Enrollment in all levels of the EMS Program will increase by at least 10% year over year until the program is at capacity.</p>	<p>ISP I A2: Improve alignment of industrial programming with local businesses and industry.</p>	<p>FP 2.2: Career and professional associate degree programs that integrate general and career-specific education and prepare students for immediate employment.</p>

			FP 5.1: Training for Business and Industry / Workforce Development courses, certificates, and other activities that respond to individual and corporate needs, with particular emphasis on the local labor market.
--	--	--	--

Unit Plan for the next year

- Goals** – The activities through which the outcome will be achieved. Each Unit Outcome should have at least one goal.
- Method of Assessment** – How the unit will determine if the objective has been met.
- Funding/Rationale** – Provide an estimate of the cost of achieving the objective. Also, include a description of how these funds will be used to accomplish the objective.

Goal	Assessment	Funding/Rationale
Goal 1: Attract, recruit, and retain quality full-time and part-time faculty to meet the needs of the program.	<ol style="list-style-type: none"> 1. Retain current faculty and fill vacancies as needed. 2. Retain current medical director. 	<ol style="list-style-type: none"> 1. Maintain funding for 4 full-time faculty positions and 12 L-19 positions. 2. Continue to contract medical director at \$48,000 per year.
Unit Goal 2: Maintain Program accreditations.	<ol style="list-style-type: none"> 1. Assure fees are paid in full and on time to CoAEMSP and CAHEEP for continued accreditation. 2. Meet CAHEEP standards for student minimum competencies (SMC) completion and documentation. 3. Conduct a minimum of 2 in-person EMS Advisory Board meetings per year. 	<ol style="list-style-type: none"> 1. Pay \$1,700 annual accreditation fee plus the \$2,700 site visit fee. Site visit fee will be due in 2024 or 2025 depending on CoAEMSP schedule. Site visit fee occurs every 5 years. The annual accreditation fee is scheduled to increase 3% per year through 2029. 2. A total of 10 tablet computers are needed for the EMS lab to facilitate student minimum competency documentation at an estimated cost of \$600/device or \$6,000 total. 3. Provide on-campus venue and lunch for a minimum of 2 in-person meetings at a cost of \$600 per year.
Unit Goal 3: Provide funding for technology for content delivery.	Provide integrated audio and camera system to compliment existing smart board and internet classroom capabilities.	Estimated \$6,500 per classroom or total of \$13,000

<p>Unit Goal 4: Provide funding for lab technology.</p>	<ol style="list-style-type: none"> 1. Replace and/or repair equipment used in psychomotor skills and simulation instruction. 2. Replace disposable lab equipment as needed including Duo Dose simulated medications, airway supplies, IV catheters, manikin skins, etc. 3. Purchase new equipment for simulation lab including additional adult and pediatric manikins, Lucas devices, iSimulate monitor system, and camera system for case review 4. Contract warranty with manikin manufacturers 	<ol style="list-style-type: none"> 1. Estimated cost of repairing or replacing worn durable lab equipment is \$8,000 2. Purchase supplies at \$15,000 3. New manikins (4 total) \$80,000 Lucas (2 total) \$20,000 iSimulate system: \$13,000 Lab AV equipment: \$7,000 4. MetiMan warranties \$9,500; Lateral warranties \$4,650
<p>Unit Goal 5: Provide funding for EMS full-time faculty development.</p>	<p>Provide funding and leave to attend local, regional, and national training.</p>	<p>Fund each instructor at least one training session annually. Examples include the National Association of EMS Educators conference, NREMT Update seminars, FDIC, AccreditiCon, etc. Each faculty member should be encouraged to recertify by exam every 2 years. Estimated cost per educational conference event per faculty member is \$2,500 (4 full-time faculty) for a total of \$10,000 per year. Cost to re-certify by exam is \$160.00 per faculty member.</p>
<p>Unit Goal 6: Produce enough graduates at all EMS certification levels to meet the needs of our community.</p>	<p>Increase marketing for the EMS Program that effectively increases enrollment.</p>	<p>Coordinate with Director of Communications and Marketing to develop marketing plan for EMS Program.</p>