

Radiologic Technology Advisory Meeting

MINUTES

DECEMBER 6, 2017

2:30-4:00 PM

**RADIOLOGIC TECHNOLOGY LAB
MATH-SCIENCE ROOM 54
(1ST FLOOR-CLASSROOM)**

MEETING CALLED BY	Nancy Perkins
TYPE OF MEETING	Winter Quarterly advisory
NOTE TAKER	Nancy Perkins
ATTENDEES	Cynthia Acosta, Lisa Barnett, Uyen Le, Kristen Myers, Tammara Newby, Spencer Orr, Armando Ramirez, Cynthia Randall, Lynette Smith, Julie Unruh; Juan Herrera, Jacy Hill, Nancy Perkins, Kellie Smith

Agenda topics

Welcome and Introductions

Each member of the group reintroduced themselves to each other.

Announcement

Spring 2018 Meeting Schedule

- Thursday, March 8, 2018; 2:30 – 4:00, MS-54 classroom at BC
- Tuesday, May 8, 2018; 2:30 – 4:00 p.m., MS-54 classroom at BC

CLINICAL AFFILIATE UPDATES

CLINICAL INSTRUCTORS

DISCUSSION	<ul style="list-style-type: none"> • Clinical Affiliate Updates- Please bring any updates from your facility that you would like to share with the group 	
<p>Delano Regional Medical Center: The new medical building is complete and awaiting finalization for occupancy. The building will have all digital imaging equipment. The CT unit will be able to accommodate up to a 680lb patient. Once this unit is open for business, the CT unit in the main imaging department will be removed and a second unit with this same capability will be installed.</p> <p>Adventist Health-Quest Imaging: Has recently hired 2 per diem radiographers.</p> <p>Adventist Health-San Joaquin Hospital: Has purchased a new digital portable unit.</p> <p>Memorial Hospital: Has purchased a new digital portable unit; the new children's emergency room has opened</p> <p>Kern Radiology: Has a new full digital Carestream radiography unit</p> <p>Southern California Orthopedic Institute: Has opened their new building which is adjacent to their current building. Imaging has a floor-mounted digital unit in this building and radiographers will be rotating between both buildings.</p> <p>N. Perkins poses a question about the use of the International guidelines for Exposure Indices at the clinical education site. None of the members present indicated that the deviation index was being used at their site. Fuji was using the "S" number and Carestream using the "EI" number.</p>		
CONCLUSIONS	Informational Item	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

CLINICAL INSTRUCTOR SELF-ASSESSMENT SUMMARY 2017

MEMBER DISCUSSION

DISCUSSION	The summary of the 2017 self-assessment review process for the Clinical Instructors will be reviewed.	
<p>The procedure used for the Clinical Instructor self-assessment process was reviewed. 13/14 Clinical Instructors (92.9%) of the Clinical Instructors (CI's) participated in the self-assessment process this fall. The overall summary indicated that CI's self-reported their activities in either in the meets objective or needs improvement category. There were no comments on "does not meet objective". The majority of comments from 77-100% were in the meets objective category (compared to 71-100% in 2016) with only 8-23% in the needs improvement category (compared to 7-29%).</p> <p>The highest categories for needs improvement were questions 4 & 19 which states that the CI's work directly with students each week and regular attendance at the advisory meetings. These were the same two categories as 2016. The written comments made explained the reasons for these scores. The CI's that lacked attendance all indicated that they would work on these areas to keep apprised of program activities.</p> <p>The highest categories reflected orientation for students to their clinical site, guidance provided to students, regularly interactions with students to discuss their progress, reviewing student evaluations with student, implementation of the competency process, monitoring student assignments, ensuring direct and indirection supervision policies were implemented, ensuring repeats were properly supervised, and regular and effective communication with the college.</p> <p>The Clinical Coordinators complimented the Clinical Instructors on their continued excellence in working with the students and their regular interactivity with the students. The CI's were noted as being student advocates and when multiple CI's are at a site how well they work together as a team to promote student success.</p>		
CONCLUSIONS	Members had no recommendations for changes to the assessment process. The process provided a good opportunity for reflection on their daily work as a Clinical Instructor.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

ASSESSMENT SURVEYS

MEMBER DISCUSSION

DISCUSSION	2016 Employer Survey	
<p>2016 Employer Survey</p> <ul style="list-style-type: none"> 75% of employers rated graduates as exceeds expectations (3/4 employers) 25% of employers rated graduates as meets expectations (1/4 employers). The assessment benchmark was met as it reads: "Employers will rate the performance of graduates as meets standards". <p>Trends & Strengths:</p> <ul style="list-style-type: none"> Employers continue to rate the BC Radiologic Technologist graduates as meeting their needs. 		
CONCLUSIONS		
<p>Recommendations for Program Improvement</p> <ul style="list-style-type: none"> Survey response was very low with the new method of querying employers through Survey Monkey even with 3 attempts made through this online process and 1 email sent from Program Director to employers on regular email. <p>Responses included: Kern Medical, Memorial Hospital, Adventist Health and Quest Imaging. Recommend review of distribution method for Class of 2015-2017 survey for summer 2018 survey as some of the advisory members indicated they never saw the emails and it may have gone to their spam filter.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	The spring 2018 schedules will be distributed at the meeting.	
<p>Class of 2016-2018 (2nd Year Students):</p> <ul style="list-style-type: none"> • Clinical Schedule • Room Assignment Sheet • Important Date Sheet—the student evaluation dates for the semester as well as the advisory meeting dates are identified on this document • 2nd year students begin clinical education on Wednesday, January 17, 2018 		
<p>Class of 2017-2019 (1st Year Students):</p> <ul style="list-style-type: none"> • Clinical Schedule • Room Assignment Sheet • Important Date Sheet- the student evaluation dates for the semester as well as the advisory meeting dates are identified on this document • Case Study Schedule • 1st year students begin clinical education Tuesday, January 16, 2018 		
<p>Resume & Cover Letter Workshop:</p> <ul style="list-style-type: none"> • Tuesday, March 13, 2018, held on a lecture day on campus, does not impact clinical education 		
<p>Mock Employment Interviews:</p> <ul style="list-style-type: none"> • Friday, April 13, 2018 8 a.m. -11 noon <p>2nd Year students will attend clinical most of this day with approximately 1-1.5 hours used to attend the mock interviews at BC. Mock interviews are being coordinated by the Job Developer, Stephanie Baltazar, CTE Advisor Vikki Coffee, program faculty and additional Career & Technical Education (CTE) advisors on campus.</p>		
CONCLUSIONS	The schedules for the spring 2018 were distributed and discussed.	
<p>Images used for the case studies (film critique) was discussed. The anonymity of cases brought to the college for review was discussed as a few CD's brought to the college had patient ID; however Juan discussed how the image displayed was altered at the college to ensure patient confidentiality when displaying these images. Students have been consistently reminded to have patient ID removed prior to the image leaving a site. CI's also stated that they would help ensure patient confidentiality. The CI's asked if there was a preference for film or electronic images and it was discussed that there is no preference.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Schedules will be delivered to Mercy Hospitals of Bakersfield, Downtown and SW, as they were unable to attend the meeting today. In addition, schedules will be delivered to all specialty sites this month.	J. Hill	End of December 2017

CLINICAL EDUCATION COMPETENCIES

COMMITTEE MEMBERS

DISCUSSION	Refer to attachment	
<p>1. Competency Form- Revision The only change to the competency form is that the Major Study for competencies was added above the criteria area. Students and/or evaluators will circle the major area for the competency. This will help the CI's enter the competency into the correct area into Trajecsyst since a few of the competencies could be placed into multiple categories.</p> <p>2. Clarifying Language on C-arm Competencies</p> <ul style="list-style-type: none"> • Addition of the Comp Category to be selected in Trajecsyst; add clarifying language to include AP/Lat movement to separate from the competency for sterile field • Addition of asterisk on the Yes/No portion of the scored items to easier denote critical pass/fail components • Need to clarify the pediatric chest competencies in the online Trajecsyst system to include both 2 & under and 6 & under. 		
CONCLUSIONS	Clinical Instructors and college faculty were in favor of these changes to the form and online clinical reporting system.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Make corrective changes in Trajecsyst	J. Hill	Prior to Spring 2018 semester

PROGRAM UPDATES

NANCY PERKINS & FACULTY

DISCUSSION		
<p>1. As a follow-up to the October 2017 advisory meeting, the program is working on a 10-week summer schedule for the 2nd year students for clinical education. This would return the summer session for this student cohort to a 4 day/week schedule. More information on will be provided at the March advisory meeting.</p> <p>2. Radiologic Health Branch</p> <ul style="list-style-type: none"> • Revised Radiography Supervisor & Operator Permit Exam launches July 1, 2018; information is on the RHB website and includes new modern content specifications; 100 questions with testing time of 1 hour, 55 minutes <p>3.Active Shooter Training for Staff and Students at the Clinical Education site and at BC Some of the sites indicated that staff were required to train annually on specific topics and a video for active shooters was available. One site indicated that students had seen part of a video. Some imaging sites did not have any training. BC Public Safety provides training on this topic. All staff and students have received emails on the topic asked to review materials. However, there has been no attempt to track if students have done this. Therefore, it will be included in the clinical orientation process in the spring semester to address this important safety topic. Safety measures include: run, hide and then fight if necessary.</p> <p>4.N.Perkins announced she will be retiring in 2018. It was announced that the college will be replacing the Program Director position. The position announcement will likely be available in early January with recruitment in the spring semester for a start date of August 2018.</p>		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MINUTES**COMMITTEE MEMBERS**

DISCUSSION	October 6, 2017 Minutes		
CONCLUSIONS	No changes to written document.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	