



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Jennifer Haygood

Acting President

November 21, 2017

MEMORANDUM

TO: Senior Continuing Education Administrators

FROM: Margaret Robertson
Associate Vice-President, Workforce Continuing Education

RE: State Board Course Approvals – November 17, 2017

At the November 17, 2017 meeting, the State Board approved the following Continuing Education courses for placement in the Combined Course Library. Attached is the detail information for the courses.

New Courses

State Board Approval	Course Id	Course Title	Recommended Hours	Tier Level
November 17, 2017	EMS 4500	EMS Education & Admin Level II	18	3
November 17, 2017	EMS 4501	Education & Admin Train-the-Trainer	5	3

Course Modification

State Board Approval	Course Id	Course Title	Recommended Hours	Tier Level
November 17, 2017	MLA 3022	Phlebotomy	Increase from 200 to 215	2

If you have any questions concerning these courses, see the contact person listed on the attachment. If you have questions regarding the process for adding a new course or making a modification to an existing course to the CCL, contact me at robertonm@nccommunitycolleges.edu or 919-807-7159.

CC: Continuing Education Registrars

CC17-058
Email Copy

Combined Course Library (CCL) Updates Workforce Continuing Education

New Courses

State Board Approval	Course Id	Course Title	Description	Hours	Program Area	Tier	Contact Person
11/17/2017	EMS 4500	EMS Education & Admin Level II	This course will prepare individuals to be knowledgeable in areas of EMS course administration, planning, coordination and delivery; curriculum development; staff/instructor supervision; and academic institutional accreditation. Course content will include identifying teaching and learning outcome measures and validating graduate outcome measures as required by licensing and certification agencies. This course is one requirement of the North Carolina Office of EMS to become a Level II EMS instructor.	18	L15 – Emergency Management Services	3	Tracy McPherson

EMS 4500 will replace the current EMS 3001 (EMS Education & Administration) course.

Colleges are expected to use the new EMS 4500 (EMS Education & Admin Level II) course number for course sections starting January 1, 2018.

The current course EMS 3001 (EMS Education & Administration) should not be used for any course section that starts on or after January 1, 2018.

Combined Course Library (CCL) Updates
Workforce Continuing Education

State Board Approval	Course Id	Course Title	Description	Hours	Program Area	Tier	Contact Person
11/17/2017	EMS 4501	Educ. & Admin Train-the-Trainer	This course is designed to provide the information and processes necessary to be eligible to teach the EMS Education and Administration Level II course. Pre-requisites: Student must be a NC OEMS credentialed Level II Paramedic instructor and have 2 years of experience as a NC OEMS Level II Paramedic Program Director/Coordinator of an CAAHEP-accredited EMS Educational Institution or 5 years as a NC OEMS Level II Paramedic Program Director/Coordinator of a non-CAAHEP-accredited EMS Educational Institution.	5	L15 – Emergency Management Services	3	Tracy McPherson

Contact Information

Tracy McPherson 919-807-7117 mcpheasant@nccommunitycolleges.edu
 Kenny Weatherington 919-291-6341 weatheringtonk@nccommunitycolleges.edu

Combined Course Library (CCL) Updates Workforce Continuing Education

Course Modification

State Board Approval	Course Id	Course Title	Description	Hours	Program Area	Tier	Contact Person
11/17/2017	MLA 3022	Phlebotomy	This course provides theory and clinical experiences needed for the proper collection of blood and other specimens used for diagnostic testing. Emphasis is placed on ethics, legalities, medical terminology, safety and universal precautions, health care delivery systems, patient relations, anatomy and physiology, and specimen collection. Upon completion, students should be able to safely perform procedures necessary for specimen collections on patients in various health care settings and may be eligible for national certification as phlebotomy technicians.	Increase from 200 to 215	L30 – Health Occupations	2	Margaret Roberton

These additional hours (recommended hours 215 and maximum 258) will allow an alignment with the Workforce Continuing Education and Curriculum program training for phlebotomy instruction supporting career pathway development.

Contact Information

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 Nate Humphrey 919-807-7158 humphreyj@nccommunitycolleges.edu