



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
Peter Hans, President

July 25, 2019

MEMORANDUM

TO: Senior Continuing Education Administrators

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

RE: State Board Course Approvals – July 19, 2019

At the July 19, 2019 meeting, the State Board approved the following Continuing Education courses for addition or modification in the Combined Course Library. Attached is the detailed information for each course.

New Course Requests

Course ID	Course Title	Recommended Hours	Tier Level
EPT 3001	NC Emergency Manager 101	16	3
EPT 3002	NC Emergency Manager 102	16	3
HEA 3121	NC Community Health Worker	96	2
MSK 3100	Musculoskeletal Sonography	272	1A

Modification Requests

Course ID	Current Course Title	New Course Title	Current Hours	Tier Level
CJC 3938	Basic Law Enforcement Trng	Basic Law Enforcement BLET	640	2

Course ID	Course Title	Current Hours	Recommended Hours	Tier Level
EMS 4103	EMR to EMT Bridge	130	180	2

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Course ID	Course Title	Current Hours	Current Tier Level	New Tier Level
MNT 3000	NC Manufacturing Certification	96	3	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 in the CCL, contact me at robertonm@nccommunitycolleges.edu or call at 919-807-7159.

CC: Continuing Education Registrars

Combined Course Library (CCL) Updates
Workforce Continuing Education

New Courses

Requesting College or Agency: NC Emergency Management/NC Emergency Management Association

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
EPT 3001	NC Emergency Manager 101	16	R41 – Emergency Preparedness Technology	3

Description: NC Emergency Manager 101 is one of two parts of the North Carolina Emergency Management Academy designed to provide the initial knowledge and skills needed to perform duties in an entry-level emergency management position in the state of North Carolina. Topics include, but are not limited to, basic concepts in leadership, doctrine, legal authorities, policies, practices, emergency management principles, agency administration, emergency and disaster response, people management, communications and technology. This course focuses on North Carolina as it relates to local, state, federal and private emergency management relationships and operations. It is divided into two courses that are not sequential: NC Emergency Manager 101 and NC Emergency Manager 102. Students will be provided reference materials and tools to assist emergency managers in their new positions. Students are expected to participate in all classroom instruction and exercises. Instructors and curriculum used must be approved by NC Emergency Management. Pre-requisites: IS-700, IS-800, ICS-100, and ICS-200.

Contact Information

Kenny Weatherington

919-291-6341

weatheringtonk@nccommunitycolleges.edu

Combined Course Library (CCL) Updates
Workforce Continuing Education

Requesting College or Agency: NC Emergency Management/NC Emergency Management Association

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
EPT 3002	NC Emergency Manager 102	16	R41 – Emergency Preparedness Technology	3

Description: NC Emergency Manager 102 is one of two parts of the North Carolina Emergency Management Academy designed to provide the initial knowledge and skills needed to perform duties in an entry-level emergency management position in the state of North Carolina. Topics include, but are not limited to, basic concepts in leadership, doctrine, legal authorities, policies, practices, emergency management principles, agency administration, emergency and disaster response, people management, communications and technology. This course focuses on North Carolina as it relates to local, state, federal and private emergency management relationships and operations. The NC Emergency Manager Academy is divided into two courses that are not sequential: NC Emergency Manager 101 and NC Emergency Manager 102. Students will be provided reference materials and tools to assist emergency managers in their new positions. Students are expected to participate in all classroom instruction and exercises. Instructors and curriculum used must be approved by NC Emergency Management. Pre-requisites: IS-700, IS-800, ICS-100, and ICS-200.

Contact Information

Kenny Weatherington

919-291-6341

weatheringtonk@nccommunitycolleges.edu

Combined Course Library (CCL) Updates
Workforce Continuing Education

Requesting College or Agency: DHHS – Office of Rural Health

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
HEA 3121	NC Community Health Worker	96	L30 – Health Occupations	2

Description: This course is designed to provide individuals with the required knowledge, tools, and resources to become recognized as a certified Community Health Worker (CHW) in North Carolina working in a variety of healthcare and community settings (Health Departments, Hospitals, Federally Qualified Health Centers, Clinics, Faith-based Organizations, etc.). Instruction is designed to cover the nine core competencies essential to working as a certified CHW which include communication, capacity building, service coordination, interpersonal, advocacy, outreach, personal/professional skills. The knowledge base competencies will cover health and social issues that disproportionately impact clients including but not limited to chronic diseases such as diabetes, asthma and cancer. Some of the social issues covered will include safety, emergency preparedness, social isolation and adverse childhood experiences (ACES). Students will also learn about the changing health care landscape in North Carolina and how to work with their clients in connecting them to resources through NCCARES 360 and others. Upon completion of this training students will be eligible for listing as a NC Certified Community Health Worker. Course facilitators must complete a train-the-trainer course prior to providing certification instruction.

Contact Information

Karen Tikkanen 919-807-7158 tikkanenk@nccommunitycolleges.edu

Combined Course Library (CCL) Updates Workforce Continuing Education

Requesting College or Agency: Cape Fear Community College

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
MSK 3100	Musculoskeletal Sonography	272	L30 – Health Occupations	1A

Description: This course provides instruction in musculoskeletal (MSK) sonography through classroom, lab and clinical experiences. Topics include anatomy of the upper and lower extremities, normal sonographic appearances, pathological processes, pediatric MSK applications, interventional studies and scanning protocols for the upper and lower extremities. Upon completion, students should be able to recognize and acquire basic MSK images, correlate sonographic images with anatomical structures, recognize pathological processes, and assist with interventional procedures. This course is designed for sonographers in the musculoskeletal sonography field.

Contact Information

Margaret Robertson 919-807-7159 robertonm@nccommunitycolleges.edu

Course Modifications

Requesting College or Agency: System Office

Course ID	Current Course Title	New Course Title	Current Hours	Tier Designation
CJC 3938	Basic Law Enforcement Trng	Basic Law Enforcement BLET	640	2

Rationale: The new CJC 3938 title for BLET will align to the new curriculum title of Basic Law Enforcement BLET. The new title will also make the course more easily searchable by students and employers in the NCCCS Public Safety Training Calendar (PSTC).

Contact Information

Andrea Hyson 919-291-2756 hysona@nccommunitycolleges.edu

Combined Course Library (CCL) Updates
Workforce Continuing Education

Requesting College or Agency: System Office / NC Office of EMS

Course ID	Course Title	Current Hours	Recommended Hours	Tier Designation
EMS 4103	EMR to EMT Bridge	130	180	2

Rationale: EMS 4200 EMT Initial was increased to 240 hours in February 2019. The increase in hours for EMS 4103 bridges the difference in hours from EMR to EMT within the bridge course.

Contact Information

Tonya Clark 828-545-5061 clarkt@nccommunitycolleges.edu

Requesting College or Agency: RAMP EAST

Course ID	Course Title	Current Hours	Current Tier Level	New Tier Level
MNT 3000	NC Manufacturing Certification	96	3	2

Rationale: The MNT 3000 tier level change from 3 to 2 supports the Regional Advanced Manufacturing Pipeline for Eastern North Carolina (RAMP) East commitment of Workforce Boards and Community Colleges to prepare individuals in a 10-county region with in-demand credentials to address the current and future workforce shortage.

Contact Information

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