

**UHCC December 2007 Coversheet –
Annual Instructional Program Review**

College: Hawaii Community College

Program: Certificate of Completion in Adult Residential Care Home Operator (CHO)

Check All Credentials Offered	AA	AS	ATS	AAS	CA	CC	COM	ASC	
						x			

College Mission Statement (or provide link)
<http://hawaii.hawaii.edu/abouthawcc/>

Program Mission Statement (or provide link)

The purpose of the Certificate of Completion in CHO is to provide a continuous and adequate supply of Care Home Operators for employment in the Adult Residential Care Home system of Hawai'i County and the State of Hawai'i.

<i>OVERALL PROGRAM HEALTH (Check one)</i>		
<i>Healthy</i>	<i>Cautionary</i>	<i>Unhealthy</i>
X		

Part II. Analysis of the Program (strengths and weaknesses in terms of demand, efficiency, and effectiveness based on an analysis of the data)

There is a healthy demand for Care Home Operators in the state and county of Hawaii. Courses are fully enrolled each time they are offered with students traveling from other islands to take the courses. Community based care is a current and growing trend. The program is efficient in that the courses fill at 100% or more and are taught as part of the workload of a nursing faculty who also teaches full time in the Practical Nursing Program. However, this faculty will retire soon and there is not another faculty prepared to teach the courses at this time. Figures for cost per student semester hour provided in the Quantitative Indicators for Program Review do not make sense to the writers since the ARCH courses are taught as a non cost faculty overload and the supply budget allocated directly to the program is less than \$3000 per year. Almost all the students who enroll in the three credit ARCH course sequence successfully complete it. However, almost none of the students who complete the courses apply for the Certificate of Completion in CHO. According to an informal survey most graduates do go on to work as primary and substitute care givers in ARCH facilities thereby meeting the purpose of the program. Revisions in the law governing ARCH facilities finalized in Fall 2007 will require modifications of the courses.

Significant Program Actions (new certificates, stop-out; gain/loss of positions, results of prior year's action plan)

According to the 2006-2007 PHI report the action plan included:

1. Update curriculum materials according to revisions by Department of Health
2. Prepare comprehensive program review
3. Submit request to discontinue Certificate of Completion

Revision of curriculum materials began during summer and fall 2007. However the Department of Health's revisions were not finalized until late fall 2007 so the revisions were not completed. The comprehensive program review will be submitted 11/30/07. The request to discontinue the CC in CHO was not made due to the need for further analysis of its implications.

Part III. Action Plan

1. Complete course modifications as prescribed by Department of Health revisions.
2. Develop and administer a formal employment survey of graduates.
3. Begin preparing another faculty to teach ARCH courses.
4. Explore whether or not to continue offering a CC in CHO or just the ARCH courses.

Part IV. Resource Implications (physical, human, financial)

There will be a need for assistance from the institutional researcher in the development and administration of the employment survey. The ARCH faculty will need to focus more time on completing of course modifications, and recruiting and preparing another faculty to teach ARCH. The Chair of Nursing and Allied Health will need to consult with the VCAA regarding the implications of discontinuing the CC in CHO and will need time to prepare proposals for such actions.

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