A&T Prepares for New SACS Requirement

The SACS Steering Committee is expected to build consensus around the Quality Enhancement Plan. QEP is a new SACS requirement through which the institution demonstrates that it can take input from the broader university community, existing data and its strategic plan and mission, then develop and implement a project aimed at improving some specific aspect of student achievement of learning outcomes or improve something about the learning environment.

For example, last year the QEP Committee (see list for membership) held nominal group process meetings with all schools and colleges to solicit faculty, staff and administrators’ input for possible improvements in student achievement and the learning environment. The committee also conducted student and staff focus groups and administered student and alumni surveys. The meetings, focus groups and surveys resulted in input from more than 420 faculty, staff, administrators and trustees, and approximately 745 students and 35 alumni.

“The QEP Committee has been conducting an ‘Importance-Performance’ rating assessment that compares aspects of student achievement or the learning environment the University community think are important to improve and the perception of how well the University is addressing those aspects,” said Lee E. Williams, chair. “One of the aspects that is of higher importance and lower performance may end up being the focus of the actual QEP.”

“After the data collected with this assessment are analyzed, the QEP Committee will return to the faculty continued on back

The pharmacy technician program is a comprehensive 50-hour course that prepares students for entry into the pharmacy field and the Pharmacy Technician Certification Board (PTCB) exam. The class will meet Tuesdays and Thursdays, March 10-May 5, 6:30-9:30 p.m.

Pharmacy technicians work in hospitals, home infusion pharmacies, community pharmacies and other health care settings, working under the supervision of a registered pharmacist. Course content includes medical terminology specific to the pharmacy, reading and interpreting prescriptions and defining drugs by generic and brand names. Students will learn dosage calculations, I.V. flow rates, drug compounding, dose conversions, dispensing of prescriptions, inventory control and billing and reimbursement.

The medical billing and coding program is a 70-hour course that provides training in solving insurance billing problems, manually filing claims (using the CPT and ICD-9 manual), completing common insurance forms, tracing denial claims, appealing denied claims and using generic forms to streamline billing procedures. The class will meet Mondays and Wednesdays, March 9-May 18, 6:30-9:30 p.m.

The coursework covers CPT, ICD-9, guidelines, evaluation and management; specialty fields such as surgery, radiology and laboratory; ICD-9 introduction and guidelines, and basic claims processes for medical insurance and third party reimbursements.

After gaining practical work experience (six months to two years), students who complete this course could be qualified to sit for the American Academy of Professional Coders (AAPC) - Certified Professional Coder Exam (CPC) or CPC-H (Apprentice), the American Health Information Association (AHIMA) Certified Coding Associate (CCA) exam, and several national certification exams.

The 90-hour phlebotomy technician program prepares professionals to collect blood specimens from clients for the purpose of laboratory analysis. Students will become familiar with all aspects related to blood collection and develop comprehensive skills to completely and safely perform venipunctures. Classroom and lab work includes terminology, anatomy and physiology, blood collection procedures, specimen hands-on-practice, and training in skills and techniques to perform puncture methods. Additionally, this program will prepare students to take the American Society of Phlebotomy Technician (ASPT) - Phlebotomy Technician national certification exam. Classes will meet 6:30 p.m. Mondays and Wednesdays, March 9-May 18, and Saturdays, 9 a.m. - 3 p.m.

The EGK technician certification program is a 50-hour comprehensive heart program that prepares students to function as EGK technicians and to take the American Society of Phlebotomy Technicians (ASPT) - Electrocardiograph (EGK) Technician exam and other National Certification Exams. The class will meet Mondays and Wednesdays, March 9-May 4, 6-9:30 p.m.

This course will include important practice and background information on anatomy of the heart and physiology, medical disease processes, medical terminology, medical ethics, legal aspects of patient contact, laboratory assisting, electrocardiography and echocardiography. Additionally, students will practice with equipment and perform hands-on labs including introduction to the function and proper use of the EGK machine, the normal anatomy of the chest wall for proper lead placement, 12-lead placement and other clinical practices.

For other details, call Pat White, associate director of the Office of Evening Weekend and Continuing Studies, at (336) 334-7607, or send an email to whitep@ncat.edu.

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$ - Admission  |  F - Free  |  I - Attendance by Invitation Only  |  L - Lyceum Series Program  |  R - Registration Required  |  T - Ticket Required  |  W - Workshop or Conference

Continuing Ed, Nursing Collaborate on Healthcare Programs

North Carolina A&T State University’s Office of Continuing Studies and Professional Development and the School of Nursing have collaborated to offer a series of five healthcare continuing education programs this spring.

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The coursework covers CPT, ICD-9, guidelines, evaluation and management; specialty fields such as surgery, radiology and laboratory; ICD-9 introduction and guidelines, and basic claims processes for medical insurance and third party reimbursements.

After gaining practical work experience (six months to two years), students who complete this course could be qualified to sit for the American Academy of Professional Coders (AAPC) - Certified Professional Coder Exam (CPC) or CPC-H (Apprentice), the American Health Information Association (AHIMA) Certified Coding Associate (CCA) exam, and several national certification exams.

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For other details, call Pat White, associate director of the Office of Evening Weekend and Continuing Studies, at (336) 334-7607, or send an email to whitep@ncat.edu.
On Friday, March 20, 9 a.m.–noon, Robert Schwartz and Greg Sipress will present information on the TraderEx trading and market simulation software product. This highly engaging product enables users to learn how to quickly make decisions based on activities that are influencing trading behavior.

Schwartz is the Marvin M. Speiser Professor of Finance and University Distinguished Professor in the Zicklin School of Business at Baruch College, CUNY. He is the co-founder and developer of TraderEx. Sipress is head of software development for TraderEx.

The School of Business and Economics is hosting the TraderEx presentation. For details about the location and attendance, contact Wanda Lester, associate dean, lester@ncat.edu or (336) 334-7356 x5003.

The Division of Academic Affairs wants suggestions for the 2009–2010 “Text in Community.” Send your ideas to Beverly Grier, chair, of the Text in Community Committee, beigrig@ncat.edu, by Friday, March 27.

Effective Wednesday, March 25, the Accounting Office will implement a new process to reconcile procurement card transactions. If you missed the training sessions, send an email to Helen Burk, reburk@ncat.edu, for the training materials.

Permanent employees who are not returning for academic year 2009–2010 must be separated via an Internal Salary Authorization Form (PD-105). Separated forms are not required for temporary employees unless they terminate their services before the end of the employment period specified on their Internal Salary Authorization Form.

Nine-month full and part-time instructors, lecturers, adjunct and visiting faculty must be separated at the end of the current academic year. The reason for separation would be “end of contract period.” In addition, Form PD-105 must be prepared for those employees if they are returning next semester.

Both separation and reinstatement forms must be received in the Office of EAF Salary Administration and Personnel by Monday, April 6. Release of each employee’s final check is contingent upon receipt of the forms by the due date.

The Physical Plant Employment Organization (PPEO) will host the Douglas M. Boone 20th Anniversary Invitational Golf Tournament Saturday, April 18, at Bryan Park Players Course. Proceeds will benefit educational scholarships from its endowment fund. For more information, contact Douglas Boone at (336) 697-8032, or Chuck Dixon, (336) 392-4223 or cdixon@tetradinc.com.

Not enough golf? Alumni of the School of Technology will host their second annual golf tournament Saturday, April 25, at Bryan Park and Enrichment Center. Proceeds will support scholarships for students pursuing degrees in the School of Technology. For details, contact Gwen Sanders or Earnest Walker at gsanders@ncat.edu, enwalker@ncat.edu or (336) 334-7667.

New SACS Requirements, continued from front

and departments, share pertinent data, teach the faculty the criteria for what makes an acceptable QEP, and have them conceptualize scenarios of what the final idea for the QEP should be. Once the committee collects the final ‘scenarios’ input, it will make a recommendation on behalf of the University community to what the final QEP should be.

By the end of the spring 2009 semester, the topic for the QEP will be identified, and the actual plan will be written during the summer. “In the fall, we will begin an aggressive marketing effort to ensure that everyone on campus is aware of and understands the QEP,” Williams said. “When SACS visits the campus next spring, it will expect the University community to be well informed about the QEP.”

SACS Steering Committee members chair various subcommittees that are responsible for (1) preparing the Certification of Compliance that provides proof that N.C. & T is in compliance with the SACS Principles of Accreditation, (2) relaying information about SACS to the schools, colleges and service units, and (3) helping to implement the QEP.

Two other groups that have critical roles in the SACS process: the Document Review Committee and the Policies Task Group. The former is a group of senior faculty members assigned to critique drafts of the narrative report and provide written feedback. The latter is collecting all of the University’s major policies, procedures and regulations from every unit. Once updated, these documents will be accessible online.

To learn more about SACS, go to the A&T SACS website at: http://ncesmse.ncat.edu.