

**SAN DIEGO COMMUNITY COLLEGE DISTRICT
CLINICAL ADVISORY COMMITTEE
MINUTES**

**October 29, 2013
SDCCD District Office
Conference Room 245
2:30 PM – 4:00 PM**

MEMBERS PRESENT

Christina	Balderas	Mesa College
Debbie	Berg	City College
Kathy	Campbell	Centre City
Robin	Carvajal	Centre City/Cesar Chavez
Lorraine	Collins	District Office
Lori	Covington	Mesa College
Ann	Durham	Grossmont College
Margaret	Fickess	Mesa College
Peggy	Fisher	Mesa College
Christy	Foster- Bollman	Mesa College
Mary	Kjartanson	Miramar College

I. CALL TO ORDER

Meeting called to order at 2:43 P.M. by L. Collins.

II. WELCOME AND INTRODUCTIONS

Introductions made by all present.

III. APPROVAL OF MINUTES

The minutes for April 23, 2013 were approved by consensus.

IV. NEW BUSINESS

• **TB Screening**

Discussion held regarding the shortage in TB screening and testing due to the county and national public health changes in policy that could possibly be ongoing. The required immunizations requirements for the clinical sites were also discussed which include:

- Tuberculosis Screening (TST) (Tuberculin Skin Test)
- Rubella, Rubeola, and Mumps (MMR)
- Varicella Zoster
- Hepatitis A
- Hepatitis B
- Seasonal Flu Vaccine
- Pertussis (Whooping Cough)
- Other (As required by applicable law as needed)

- Clinical Site Matrix

Lorraine reminded that campuses that the clinical site matrix for each of their programs was sent to them via email and requested that if they had not submitted their updates to do so no later than November 15, 2014.

- Clinical Agreement 5-Year Renewals w/ Addendums & Insurance Language

Discussion held regarding the creation and review of the new/updated general agreement templates for each of the allied health programs along with specific addendums to accompany the agreements detailing the their program specifics as needed for the students to participate at the various clinical facilities.

Action Item:

Lorraine/Lydia will setup a drop box and the campuses will submit their general program agreement/addendum templates for their various program agreements to Lorraine/Lydia via drop box or email no later than November 15, 2014.

- Family Health Centers of San Diego

Lorraine discussed the new Family Health Centers of San Diego Aligned Health agreement that will be housed on the City College campus. The agreement has two sections the first agreement is a lease for space. The second portion is for our allied health programs to use their facilities as a clinical placement site.

V. OLD BUSINESS

- Board Agenda Deadlines Launched Online System

The committee was reminded that the next board agenda deadline to submit any clinical sites will be November 15, 2014 and any other agenda request should be submitted 1-week prior to the standard deadline dates for review and processing.

- Thank You Letter – Clinical Placements (Handout)

The committee reviewed and provided additional changes/updates to the draft thank you letter for clinical placements. It was also discussed that Otto Lee, Vice Chancellor of Instructional services has requested that the letter be used as a general template for the campuses to forward to their presidents. This will give them the opportunity to make any necessary changes before the letter is sent to the clinical facilities.

Action Item:

Lorraine will send the template to the campuses for distribution to their presidents.

VI. ROUNDTABLE/ ANNOUNCEMENT

- City College

Their Nursing Accrediting Commission accreditation visit was September 24-26, 2013 and they expect to receive their results in April 2014.

- Mesa College

- Medical Assisting – The new agreement with Donovan is going to be a great facility for the students.
- Allied Health Programs- Hired 3 new faculty- 2 new coordinators and 1 Health Information Technician Program Director.
- Physical Therapist Assistant – 12- students were placed and they have a few new clinical sites.

- Radiology- Currently they are making changes/updates to their program.
- **Miramar College**
EMT has 300 students in the program and they will be moving to the Miramar campus they have a 4- week/16-week course the program is for one semester.
- **Continuing Education (CE)**
They run approximately 200 students thru the Certified Nursing assistant program. Currently they are waiting for approval from the state for 3- new programs to include: Personal Home Care Aide, Nursing Assistant Acute Care and Nursing Assistant Rehab Care. New combined campus for Centre City and Cesar Chavez is expected to be open in April 2015. They are hoping incorporate a medical office on the campus with a recreation/terminology information office.

VII. NEXT MEETING

The next meeting will be scheduled via email.

VIII. ADJOURNMENT

The meeting adjourned at 4:37 P.M.