



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
Dr. R. Scott Ralls, President

October 21, 2013

MEMORANDUM

TO: Presidents
Chief Academic Officers

FROM: Wesley E. Beddard, Associate Vice President
Student Learning and Success

SUBJECT: State Board Action on October 18, 2013

On October 18, 2013, the State Board of Community Colleges approved a new standard, with six program majors, designed to prepare students for careers in Health Science:

Health Science: Therapeutic and Diagnostic Services

Emergency Medical Science (D45910)
Medical Assisting (D45920)
Nursing Assistant (D45930)
Pharmacy Technology (D45940)
Phlebotomy (D45950)
Therapeutic Massage (D45960)

Students may utilize this standard to select a career pathway that will prepare them for an entry level position in health care. Courses will also provide foundational knowledge needed in the pursuit of advanced health science degrees or programs.

In order to utilize one of the program majors, the college must have approval to offer the primary curriculum program and file an electronic program of study. (*Example: A college must have approval for Medical Assisting (A45400) in order to file a program of study for Medical Assisting (D45920)*). The System Office will send additional information concerning the attached, new curriculum standard in the immediate future.

In addition, the State Board of Community Colleges approved the requested revisions to the following curriculum standard:

Fire Protection Technology (A55240)*

The revised Fire Protection Technology curriculum standard is a result of the Fire Protection Technology Career and Technical Education (CTE) Grant Project. Requests for Fire Protection curriculum course revisions will be presented to the Curriculum Review Committee in November. Appreciation is extended to Blue Ridge Community College for serving as the lead college on this project.

**Please be aware that you must implement the revised standard no later than one year after the effective term. You must update your college's electronic program of study and receive approval from the System Office prior to implementation of the revised program.*

The State Board of Community Colleges also approved the following Tier funding classifications:

Tier I funding classification for the following curriculum prefixes:

ATT	Alternative Transportation Tech.	LDD	Light Duty Diesel
BAT	Building Automation Tech.	MRN	Marine
CEG	Civil Engineering and Geomatic	TRN	Transportation

Tier II funding classification for the following curriculum prefixes:

HCI	Healthcare Interpreting	DMS	Developmental Math Shell
IEC	Import Export Compliance	TEX	Textiles
DRE	Developmental Reading/English		

An outline of the specific curriculum standard revisions, the revised standard, and the new curriculum standard are attached for your convenience. You may view all curriculum standards and curriculum Tier funding classifications (Section 21 of the *Curriculum Procedures Reference Manual*) by visiting the Academic Programs website at:

<http://www.nccommunitycolleges.edu/Programs/index.html>

If you have any questions concerning the State Board action items, please contact Ms. Jennifer Frazelle at (919) 807-7120 or frazellej@nccommunitycolleges.edu.

WEB/JF/gr

Attachments

c: Dr. Sharon Morrissey
Ms. Jennifer Haygood
Ms. Elizabeth Self
Ms. Cynthia Liston
Ms. Jennifer Frazelle
Program Coordinators

CC13-021
Email

Curriculum Standard for Health Science: Therapeutic and Diagnostic Services

Career Cluster: Health Science **

Cluster Description: Planning, managing, and providing therapeutic services, diagnostic services, health informatics, support services, and biotechnology research and development.

Pathway: Therapeutic and Diagnostic Services

Effective Term Fall 2014

Program Majors Under Pathway

Program Major / Classification of Instruction Programs (CIP) Code		Credential Level(s) Offered	Program Major Code
Emergency Medical Science	CIP Code 51.0904	Diploma/Certificate	D45910
Medical Assisting	CIP Code 51.0801	Diploma/Certificate	D45920
Nursing Assistant	CIP Code 51.3902	Diploma/Certificate	D45930
Pharmacy Technology	CIP Code 51.0805	Diploma/Certificate	D45940
Phlebotomy	CIP Code 51.1009	Diploma/Certificate	D45950
Therapeutic Massage	CIP Code 51.3501	Diploma/Certificate	D45960

Pathway Description:

This curriculum is designed to prepare students for careers in the Health Sciences.

Students will complete general education courses that provide a foundation for success in nursing and allied health curricula. Students may select a career pathway that will prepare them for an entry level position in health care. Courses may also provide foundational knowledge needed in the pursuit of advanced health science degrees or programs.

Graduates should qualify for an entry-level job associated with the program major such as Emergency Medical Technician (EMT) or Advanced Emergency Medical Technician (AEMT), Medical Assistant, Nursing Assistant, Pharmacy Technician, Phlebotomist, or Massage Therapist dependent upon the selected program major.

*Program Major Description: Choose one of the following 4th paragraphs to use in conjunction with the first three paragraphs of the pathway description above for documentation used to identify each **Program Major**:*

In order to utilize one of the program majors below, the college must have approval to offer the primary curriculum program and file an electronic program of study (POS). (Example: A college must have approval for Medical Assisting (A45400) in order to file a POS for Medical Assisting (D45920)).

Emergency Medical Science: A program that prepares graduates to enter the workforce as Emergency Medical Technicians or Advanced Emergency Medical Technicians. The course of study provides the student an opportunity to acquire basic life support knowledge and skills by utilizing classroom instruction, practical laboratory sessions, and hospital/field internships. Students progressing through the program may be eligible to apply for both state and national certification exams. Employment opportunities include ambulance services, fire and rescue agencies, air medical services, specialty areas of hospitals, industry, educational institutions, and government agencies.

Medical Assisting: A program that prepares multi-skilled health care professionals qualified to perform administrative, clinical, and laboratory procedures. Course work includes instruction in scheduling appointments, medical records, introductory insurance procedures, computer operations; assisting with examinations/treatments, performing routine laboratory procedures, electrocardiography, and supervised medication administration. Graduates of CAAHEP-accredited medical assisting programs may be eligible to sit for the American Association of Medical Assistants' Certification Examination to become Certified Medical Assistants. Employment opportunities include physicians' offices, health maintenance organizations, health departments, and hospitals.

**Within the degree program, the institution shall include opportunities for the achievement of competence in reading, writing, oral communication, fundamental mathematical skills, and basic use of computers.*

Nursing Assistant: A program that prepares individuals to work under the supervision of licensed health care professionals in performing nursing care and services for persons of all ages. Course work emphasizes growth and development throughout the life span, personal care, vital signs, communication, nutrition, medical asepsis, therapeutic activities, accident and fire safety, household environment and equipment management; family resources and services; and employment skills. Graduates of this program may be eligible to be listed on the Division of Health Service Regulation (DHSR) Nurse Aide registry as a Nursing Assistant I and the N.C. Board of Nursing Nurse Aide II registry as a Nursing Assistant II. They may be employed in home health agencies, hospitals, clinics, nursing homes, extended care facilities, and doctors' offices.

Pharmacy Technology: A program that prepares individuals to assist the pharmacist in duties that a technician can legally perform and to function within the boundaries prescribed by the pharmacist and the employment agency. Course work includes preparing prescription medications, mixing intravenous solutions and other specialized medications, maintaining inventories, and packaging medications in unit-dose or med-card form. Employment opportunities include retail, hospitals, nursing homes, research laboratories, wholesale drug companies, and pharmaceutical manufacturing facilities. Graduates from the program may be eligible to take the National Certification Examination to become a certified pharmacy technician.

Phlebotomy: A program that prepares individuals to obtain blood and other specimens for the purpose of laboratory analysis. Course work includes proper specimen collection and handling, communication skills, and maintaining patient data. Graduates may qualify for employment in hospitals, clinics, physicians' offices, and other health care settings and may be eligible for national certification as phlebotomy technicians.

Therapeutic Massage: A program that prepares graduates to work in direct client care settings to provide manipulation, methodical pressure, friction and kneading of the body for maintaining wellness or treating alterations in wellness throughout the lifespan. Courses work includes content in normal human anatomy and physiology, therapeutic massage, and ethical/legal issues. Employment opportunities include hospitals/rehabilitation centers, health departments, home health, medical offices, nursing homes, spas/health/sports clubs, and private practice. Graduates may be eligible to take the Massage and Bodywork Licensing Exam or the National Certification for Therapeutic Massage and Bodywork.

I. General Education Academic Core

[Curriculum Requirements for associate degree, diploma, and certificate programs in accordance with 1 D SBCCC 400.97(3)]: Degree programs must contain a minimum of 15 semester hours including at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics. Degree programs must contain a minimum of 6 semester hours of communications. Diploma programs must contain a minimum of 6 semester hours of general education; 3 semester hours must be in communications. General education is optional in certificate programs.

Health Science: Therapeutic and Diagnostic Services

Recommended General Education Academic Core	AAS	Diploma	Certificate
Minimum General Education Hours Required:		6 SHC	
<i>Courses listed below are recommended general education courses for this curriculum standard. Colleges may choose to include additional or alternative general education courses to meet local curriculum needs.</i>			
Communication:			
ENG 111	Expository Writing	3 SHC	3-6+ SHC
ENG 112	Argument-Based Research	3 SHC	
COM 120	Intro Interpersonal Com	3 SHC	
COM 231	Public Speaking	3 SHC	
Humanities/Fine Arts:			
HUM 115	Critical Thinking	3 SHC	0-3+ SHC
PHI 230	Introduction to Logic	3 SHC	
PHI 240	Introduction to Ethics	3 SHC	
Social /Behavioral Sciences:			
*PSY 150	General Psychology	3 SHC	0-3+ SHC
PSY 241	Developmental Psy	3 SHC	
Natural Sciences/Mathematics:			
BIO 165	Anatomy & Physiology I	4 SHC	0-3+ SHC
BIO 166	Anatomy & Physiology II	4 SHC	
BIO 168	Anatomy & Physiology I	4 SHC	
BIO 169	Anatomy & Physiology II	4 SHC	
BIO 163	Basic Anatomy & Physiology	5 SHC	
BIO 175	General Microbiology	3 SHC	
BIO 275	Microbiology	4 SHC	
CHM 131	Introduction to Chemistry	3 SHC	
CHM 131A	Introduction to Chemistry Lab	1 SHC	
MAT 110	Mathematical Measurement & Literacy	3 SHC	
MAT 143	Quantitative Literacy (proposed new course)	3 SHC	
PHY 110	Conceptual Physics	3 SHC	
PHY 110A	Conceptual Physics Lab	1 SHC	
<i>Highlighted changes above pending Fall CRC approval</i>			
<i>*Please note PSY 150 General Psychology is a required core course for the Phlebotomy Pathway.</i>			

II. Major Hours. AAS, diploma, and certificate programs must include courses which offer specific job knowledge and skills. Work-based learning may be included in associate in applied science degrees up to a maximum of 8 semester hours of credit; in diploma programs up to a maximum of 4 semester hours of credit; and in certificate programs up to a maximum of 2 semester hours of credit. Below is a description of each section under Major Hours.

A. Technical Core. The technical core is comprised of specific courses which are required for all Program Majors under this Curriculum Standard. A diploma program offered under an approved AAS program standard or a certificate which is the highest credential level awarded under an approved AAS program standard must include a minimum of 12 semester hours credit derived from the curriculum core courses or core subject area of the AAS program.

B. Program Major(s). The Program Major must include a minimum of 12 semester hours credit from required subjects and/or courses. The Program Major is in addition to the technical core.

Approved by the State Board of Community Colleges on October 18, 2013.

C. Other Major Hours. Other major hours must be selected from prefixes listed on the curriculum standard. A maximum of 9 semester hours of credit may be selected from each prefix listed, with the exception of prefixes listed in the core.

Health Science: Therapeutic and Diagnostic Services	AAS	Diploma	Certificate
Minimum Major Hours Required:		30 SHC	
A. Technical Core: (3-8 SHC)			
MED 120 Survey of Medical Terminology	2 SHC or		
MED 121 Medical Terminology I	3 SHC &		
MED 122 Medical Terminology II	3 SHC		
MED 180 CPR Certification	1 SHC or		
HSC 120 CPR	1 SHC or		
HEA 112 First Aid & CPR	2 SHC or		
HSC 110 Orientation to Health Careers	1 SHC or		
HSC 140 Transcultural Healthcare	2 SHC		
B. Program Major(s): (12-22 SHC) (Select one Program Major)			
Emergency Medical Science (16 SHC)			
EMS 110 EMT- Basic	7 8 SHC		
EMS 120 Intermediate Interventions -Advanced EMT	3 6 SHC		
EMS 121 EMS AEMT Clinical Practicum	2 SHC		
<i>Highlighted changes above pending Fall CRC approval</i>			
Medical Assisting (22 SHC)			
MED 110 Orientation to Medical Assisting	1 SHC		
MED 118 Medical Law and Ethics	2 SHC		
MED 130 Administrative Office Procedures I	2 SHC		
MED 131 Administrative Office Procedures II	2 SHC		
MED 140 Exam Room Procedures I	5 SHC		
MED 150 Lab Procedures I	5 SHC		
MED 260 Medical Clinical Practicum	5 SHC		
Nursing Assistant (14 SHC)			
NAS 101 Nursing Assistant I	6 SHC		
NAS 102 Nursing Assistant II	6 SHC		
NAS 103 Home Health Care	2 SHC		
Pharmacy Technology(19 SHC)			
PHM 110 Introduction to Pharmacy	3 SHC		
PHM 111 Pharmacy Practice I	4 SHC		
PHM 115 Pharmacy Calculations	3 SHC		
PHM 118 Sterile Procedures	4 SHC		
PHM 120 Pharmacology I	3 SHC		
PHM 140 Trends in Pharmacy	2 SHC		
Phlebotomy (12 SHC)			
PBT 100 Phlebotomy Technology	6 SHC		
PBT 101 Phlebotomy Practicum	3 SHC		
PSY 150 General Psychology	3 SHC		
Therapeutic Massage (22 SHC)			
MTH 110 Fundamentals of Massage	10 SHC		
MTH 120 Ther Massage Applications	10 SHC		
MTH 125 Ethics of Massage	2 SHC		

C. Other Major Hours.

To be selected from the following prefixes:

BIO, CHM, CIS, EMS, HEA, HSC, MAT, MED, MTH, NAS, NUT, PBT, PHM, PHY, PSY, SOC, and WBL.

Up to three semester hour credits may be selected from the following prefixes: ARA, ASL, CHI, FRE, GER, ITA, JPN, LAT, POR, RUS and SPA.

III. Other Required Hours

A college may include courses to meet graduation or local employer requirements in a certificate (0-1 SHC), diploma (0-4 SHC), or an associate in applied science (0-7 SHC) program. These curriculum courses shall be selected from the Combined Course Library and must be approved by the System Office prior to implementation. Restricted, unique, or free elective courses may not be included as other required hours.

IV. Employability Competencies

Fundamental competencies that address soft skills vital to employability, personal, and professional success are listed below. Colleges are encouraged to integrate these competencies into the curriculum by embedding appropriate student learning outcomes into one or more courses or through alternative methods.

- A. **Interpersonal Skills and Teamwork** – The ability to work effectively with others, especially to analyze situations, establish priorities, and apply resources for solving problems or accomplishing tasks.
- B. **Communication** – The ability to effectively exchange ideas and information with others through oral, written, or visual means.
- C. **Integrity and Professionalism** – Workplace behaviors that relate to ethical standards, honesty, fairness, respect, responsibility, self-control, criticism and demeanor.
- D. **Problem-solving** – The ability to identify problems and potential causes while developing and implementing practical action plans for solutions.
- E. **Initiative and Dependability** – Workplace behaviors that relate to seeking out new responsibilities, establishing and meeting goals, completing tasks, following directions, complying with rules, and consistent reliability.
- F. **Information processing** – The ability to acquire, evaluate, organize, manage, and interpret information.
- G. **Adaptability and Lifelong Learning** – The ability to learn and apply new knowledge and skills and adapt to changing technologies, methods, processes, work environments, organizational structures and management practices.
- H. **Entrepreneurship** – The knowledge and skills necessary to create opportunities and develop as an employee or self-employed business owner.

*An **Employability Skills Resource Toolkit** has been developed by NC-NET for the competencies listed above.

Additional information is located at: <http://www.nc-net.info/employability.php>

**The *North Carolina Career Clusters Guide* was developed by the North Carolina Department of Public Instruction and the North Carolina Community College system to link the academic and Career and Technical Education programs at the secondary and postsecondary levels to increase student achievement. Additional information about Career Clusters is located at: http://www.nc-net.info/NC_career_clusters_guide.php or <http://www.careertech.org>.

Summary of Required Semester Hour Credits (SHC) for each credential:	AAS	Diploma	Certificate
Minimum General Education Hours	15	6	0
Minimum Major Hours	49	30	12
Other Required Hours	0-7	0-4	0-1
Total Semester Hours Credit (SHC)	64-76	36-48	12-18

**Outline of Curriculum Standard Revisions
State Board of Community Colleges – October 18, 2013**

Fire Protection Technology (A55240)

- Format the curriculum standard utilizing the Career Clusters model.
- Revise the curriculum (pathway) description.
- Add the following courses to the Technical Core:
 - FIP 152 Fire Protection Law*
 - FIP 228 Local Government Finance*
- Remove the following course from the Technical Core:
 - FIP128 Detection and Investigation*
- Add the following prefixes to the Other Major Hours section of the curriculum standard:
BUS, BPR, COM, ELC, EPT, GIS, HSE, LOG, OST, PAD, PED, and SOC.

Please note that the addition and deletion of courses to the technical core will result in an increase of core hours from 15 SHC to 18 SHC.

Curriculum Standard for Fire Protection Technology

Career Cluster: Law, Public Safety, Corrections & Security

Cluster Description: Planning, managing, and providing legal, public safety, protective services and homeland security, including professional and technical support services.

Pathway: Public Service Technologies

Effective Term: Fall 2014 (2014*03)

Program Majors Under Pathway:

Program Major / Classification of Instruction Programs (CIP) Code	Credential Level(s) Offered	Program Major Code
Fire Protection Technology CIP Code 43.0201	AAS/Diploma/Certificate	A55240

Pathway Description: The Fire Protection Technology curriculum is designed to provide students with knowledge and skills in the technical, managerial, and leadership areas necessary for advancement within the fire protection community and related firefighting industries, and to provide currently employed firefighters with knowledge and skills often required for promotional consideration.

Course work includes diverse fire protection subject areas, including fire prevention and safety, public education, building construction, fire ground strategies and tactics, and local government finance and laws, as they apply to emergency services management. Emphasis includes understanding fire characteristics and the structural consequences of fire; risk assessment and management; and relevant research, communications, and leadership methodologies.

Employment opportunities exist with fire departments, governmental agencies, industrial firms, insurance rating organizations, and educational organizations.

Program Description: Choose one of the following 4th paragraphs to use in conjunction with the first three paragraphs of the pathway description above for documentation used to identify each Program Major:

N/A

I. General Education Academic Core

[Curriculum Requirements for associate degree, diploma, and certificate programs in accordance with 1D SBCCC 400.97 (3)]: Degree programs must contain a minimum of 15 semester hours including at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics. Degree programs must contain a minimum of 6 semester hours of communications. Diploma programs must contain a minimum of 6 semester hours of general education; 3 semester hours must be in communications. General education is optional in certificate programs.

Fire Protection Technology

Recommended General Education Academic Core	AAS	Diploma	Certificate
Minimum General Education Hours Required:	15 SHC	6 SHC	0 SHC
<i>Courses listed below are recommended general education courses for this curriculum standard. Colleges may choose to include additional or alternative general education courses to meet local curriculum needs.</i>			
Communication: General education courses within communication classification	6 SHC	3-6 SHC	Optional
Humanities/Fine Arts: General education courses within Humanities/Fine Arts classification	3 SHC	0-3 SHC	Optional
Social/Behavioral Sciences: General education courses within Social/Behavioral Sciences classification	3 SHC	0-3 SHC	Optional
Natural Sciences/Mathematics: General education course within Natural Sciences/Mathematics classification	3 SHC	0-3 SHC	Optional

II. Major Hours. AAS, diploma, and certificate programs must include courses which offer specific job knowledge and skills. Work-based learning may be included in associate in applied science degrees up to a maximum of 8 semester hours of credit; in diploma programs up to a maximum of 4 semester hours of credit; and in certificate programs up to a maximum of 2 semester hours of credit. Below is a description of each section under Major Hours.

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- B. Program Major(s).** The Program Major must include a minimum of 12 semester hour's credit from required subjects and/or courses. The Program Major is in addition to the technical core.
- C. Other Major Hours.** Other major hours must be selected from prefixes listed on the curriculum standard. A maximum of 9 semester hours of credit may be selected from each prefix listed, with the exception of prefixes listed in the core.

<i>Fire Protection Technology</i>	AAS	Diploma	Certificate
Minimum Major Hours Required:	49 SHC	30 SHC	12 SHC
A. Technical Core: <i>Courses required for the diploma are designated with *</i> Required Courses: *FIP 120 Intro to Fire Protection 3 SHC *FIP 124 Fire Prevention & Public Ed 3 SHC *FIP 132 Building Construction 3 SHC *FIP 152 Fire Protection Law 3 SHC *FIP 220 Fire Fighting Strategies 3 SHC *FIP 228 Local Govt Finance 3 SHC Required Subject Areas. None	18 SHC	18 SHC	
B. Program Major(s): Not Applicable			
C. Other Major Hours: To be selected from the following prefixes: BPR, BUS, CHM, CIS, CJC, COE, COM, CSC, ECO, EHS, ELC, EMS, EPT, FIP, GIS, HSE, LOG, NET, OST, PAD, PED, PHY, POL, SOC, and WBL. <i>Up to three semester hour credits may be selected from the following prefixes: ARA, ASL, CHI, FRE, GER, ITA, JPN, LAT, POR, RUS and SPA.</i>			

III. Other Required Hours

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- D. Problem-solving** – The ability to identify problems and potential causes while developing and implementing practical action plans for solutions.
- E. Initiative and Dependability** – Workplace behaviors that relate to seeking out new responsibilities, establishing and meeting goals, completing tasks, following directions, complying with rules, and consistent reliability.
- F. Information processing** – The ability to acquire, evaluate, organize, manage, and interpret information.
- G. Adaptability and Lifelong Learning** – The ability to learn and apply new knowledge and skills and adapt to changing technologies, methods, processes, work environments, organizational structures and management practices.
- H. Entrepreneurship** – The knowledge and skills necessary to create opportunities and develop as an employee or leader.

An **Employability Skills Resource Toolkit has been developed by NC-NET for the competencies listed above. Additional information is located at: <http://www.nc-net.info/employability.php>*

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