



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Dr. James C. Williamson

President

July 21, 2016

MEMORANDUM

TO: Senior Continuing Education Administrators

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

RE: State Board Course Approvals – July 15, 2016

At the July 15, 2016 meeting, the State Board approved the following Continuing Education courses for placement or modification in the Combined Course Library. Attached is the detail information for each course.

New Courses

State Board Approval Date	Course Id	Course Title	Recommended Hours	Tier Level
JULY 15, 2016	ACC-3240	NC Local Government Finance	42	3
JULY 15, 2016	EPT-4980	All-Haz Comm Unit Leader	21	3
JULY 15, 2016	EPT-4981	All-Haz T-Force/S-Team Leader	21	3
JULY 15, 2016	HRD-4100	Working Smart	24	3
JULY 15, 2016	NUR-3253	Nurse Aide II Competency Assessment	50	3

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 to the CCL, contact me at robertonm@nccommunitycolleges.edu or call at 919-807-7159.

CC: Continuing Education Registrars
Emergency Management

CC16-031
E-mail Copy

Combined Course Library (CCL) Updates Workforce Continuing Education

New Courses

State Board Approval Date	Course Id	Course Title	Description	Recommended Hours	Program Area	Tier Level	Contact Person
July 15, 2016	ACC-3240	NC Local Government Finance	<p>This course is intended to meet the NC Department of State Treasurer standards for the core duties of finance operations in local government units. Topics include overview of local government finance and accounting, GS 159, the role of finance officer, pre-audit and budget processes.</p> <p>This course must be taught with the NC Department of State Treasurer approved curriculum.</p>	42	F25 – Business	3	Margaret Robertson
July 15, 2016	EPT-4980	All-Haz Comm Unit Leader	<p>This course helps participants establish the essential core competencies required for performing the duties of the Communications Unit Leader (COML) in an all-hazards incident. This course addresses all responsibilities appropriate to a COML operating in a local- or state-level All-Hazards Incident Management Team (AHIMT). These responsibilities include the collection, processing, and dissemination, as needed, to facilitate Operations of Command, General Staff, and Unit Leaders within the confines of a Type 3 AHIMT. The course is an instructor-led training that supports learning through discussion, lecture, and active participation in multiple exercises. (Reference NC-969)</p>	21	R41 – Emergency Management	3	Tracy McPherson

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July 15, 2016	EPT-4981	All-Haz T-Force/S-Team Leader	This course will provide local- and state-level emergency responders with a robust understanding of the duties, responsibilities, and capabilities of an effective Task Force/Strike Team Leader on an All-Hazards Incident Management Team (AHIMT). The course walks participants through general information, including an overview of the Operations Section, and information on incident mobilization, initial situational awareness, and unit management. It also provides detailed instruction on responding to the incident and the command needs of the incident, as well as emphasizing the importance of risk management and safety considerations. (Reference NC-984)	12	R41 – Emergency Management	3	Tracy McPherson
July 15, 2016	HRD-4100	Working Smart	Working Smart is a soft-skills program developed by the Charlotte Mecklenburg Workforce Developmental Partners (CMWDP). It is designed to provide job-seekers the work and life skills that enhance employee productivity. Employers are looking for candidates who have the "soft-skills" that lead to success in the following ways: communication, problem solving skills, time management, accountability, and more. Requires Working Smart certified instructors and utilization of the Working Smart curriculum.	24	B20 – Human Resources Development	3	Margaret Robertson

Combined Course Library (CCL) Updates Workforce Continuing Education

State Board Approval Date	Course Id	Course Title	Description	Recommended Hours	Program Area	Tier Level	Contact Person
July 15, 2016	NUR-3253	Nurse Aide II Competency Assessment	<p>This course is intended to meet the NC Board of Nursing requirements for competency assessment for NA II renewal based on the conditions of 21 NCAC 36.0404(b).</p> <p>The course must cover all NA II skills identified on the NA II Task List (http://www.ncbon.com/dcp/i/nursing-education-unlicensed-assistive-personnel-teaching-modules-for-na-ii-tasks). All skills must be assessed and successfully completed to demonstrate competency. This assessment may take place in the skills lab, in simulation, in a patient care setting, or a combination. A program must be approved by the NC Board of Nursing to offer NA II Competency Assessment.</p>	50	L30 – Health	3	Margaret Roberton

Contact Information

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