



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*Thomas A. Stith, III*

*President*

**NUMBERED MEMO CC22-014**

**TO:** Senior Continuing Education Administrators

**FROM:** Nate Humphrey  
Associate Vice President, Workforce and Continuing Education Programs

**SUBJECT:** State Board Course Approvals – February 2022

**DATE:** February 25, 2022

The State Board has approved the following Workforce Continuing Education courses for addition in the Combined Course Library. Attached is the detailed information for each course.

Colleges are reminded that new and modified courses must be downloaded to the local course library (XUIC) and applied to local course copies (XULU). These processes are a mandatory workflow following all State Board changes to the Combined Course Library. Staff requiring assistance on the course download/update process should access the “Curriculum Management for Continuing Education User Guide” ([KB0010403](#)) in [ServiceNow](#) for a step-by-step guide.

Course ID	Course Title	Recommended Hours	Program Area	Tier Level
NUR 3505	Nursing Educator	48	L30 Health Occupations	3
PTH 3001	Rehabilitation Technician	2	L30 Health Occupations	3
TRA 3612	Ready-Mixed Concrete Truck Operator	48	V80 Driver Training	3

If you have questions concerning these courses, see the contact person listed on the attachment. In addition, if you have questions regarding the process for adding a new course or making a modification to an existing course in the CCL, contact Nate Humphrey at [humphreyn@nccommunitycolleges.edu](mailto:humphreyn@nccommunitycolleges.edu) or call (919) 807-7159.

CC: Continuing Education Registrars                      CC: Planners  
CC: Registrars

## Workforce and Continuing Education & College and Career Readiness New Course Approvals, Modifications, and Tier Designations

### Request for New Course 1 of 3

Requesting College or Agency: Gaston College

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
NUR 3505	Nursing Educator	48	L30 Health Occupations	3

Description: This course prepares nurse educators in programs leading to initial licensure in teaching and learning principles for adult education, curriculum development, implementation, and evaluation. This course may only be offered by colleges that have received and maintained approval from the North Carolina Board of Nursing.

### Request for New Course 2 of 3

Requesting College or Agency: Coastal Carolina Community College & System Office

Course ID	Course Title	Recommended Hours	Program Area	Tier Designation
PTH 3001	Rehabilitation Technician	32	L30 Health Occupations	3

Description: This course provides an overview of rehabilitation therapy and entry-level training and skills to perform routine rehabilitation tasks. This course includes fundamental topics such as an overview of the profession, the role of a rehabilitation technician, introduction to patient care, infection control, standard precaution measures, facility cleanliness, and legal issues in healthcare. This allows students to explore topics such as introduction to human anatomy and physiology, medical terminology, patient care-related elements such as patient positioning, range of motion, bed mobility, exercises, gait, assistive devices, wheelchair, specialty topics, and associated career opportunities. Upon completion, students will be prepared to safely perform and assist rehabilitation staff in various skills and interventions within a rehabilitation setting to promote efficient and effective clinic operations and optimal patient outcomes.

Updates: February 2022

**Workforce and Continuing Education & College and Career Readiness  
New Course Approvals, Modifications, and Tier Designations**

**Request for New Course 3 of 3**

**Requesting College or Agency: Johnston Community College**

<b>Course ID</b>	<b>Course Title</b>	<b>Recommended Hours</b>	<b>Program Area</b>	<b>Tier Designation</b>
TRA 3612	Ready-Mixed Concrete Truck Operator	48	V80 Driver Training	3

Description: This course prepares students with the essential knowledge and skills required to operate a ready-mixed concrete delivery truck safely and effectively.

**Contact(s):** Karen Tikkanen  
Director, Workforce Continuing Education