Instructional Faculty Consortium Committee (IFCC)

Medical Laboratory Technology (Clinical Laboratory)

Date: November 5, 2021
Time: 9:00 am – 12:00 pm
Location: WebEx
Meeting Facilitator: Sasha Kahiga
Recorder: LaShauna Hunt & Dr. Phyllis Ingham

Attendees
1) Sasha Kahiga- Curriculum Program Specialist, TCSG
2) Dr. Phyllis Ingham- CLT Program Director, West GA Technical College
3) LaShauna Hunt- CLT/Phlebotomy Program Director, Central GA Technical College
4) Anita Khoram- CLT/Phlebotomy Instructor, GA Piedmont Technical College
5) Georgia Smith- Program Director, Southern Regional Technical College
6) Tonya Brown- Program Director/Allied Health Core Instructor, Lanier Technical College
7) Tracey Prince- Instructor, Albany Technical College
8) Haley Adams- CLT Program Director, North GA Technical College
9) Robin Aiken- CLT Program Director, Chattahoochee Technical College
10) Andrea Selby- CLT Clinical Coordinator/Instructor, Central GA Technical College
11) Christy Cole- Instructor, West GA Technical College
12) Lisa Stephens- Allied Health Dean, Albany Technical College
13) Kimberly Register- Allied Health Dean, Southern Crescent Technical College
14) Patricia Wynne- Health Sciences Associate Dean, Central GA Technical College
15) Rob Hires- Phlebotomy Coordinator, Southern Crescent Technical College
16) Jennifer Chin- CLT Clinical Coordinator, Chattahoochee Technical College
17) Rebecca James- CLT Instructor, Southeastern Technical College
18) Katy Watson- Allied Health Assistant Dean, Wiregrass GA Technical College
19) Stephanie Puffer- Health Sciences Dean, Chattahoochee Technical College
20) Stacey Musgrove- Phlebotomy Coordinator, Wiregrass GA Technical College

Agenda Topics/Discussion

Welcome
Sasha Kahiga welcomed all participants and asked everyone to sign in using the WebEx chat to ensure their attendance was captured and recorded. Sasha provided a few housekeeping points and a PowerPoint overview, explaining how to navigate the WebEx button options.

Review of Agenda
Sasha reviewed the agenda and asked the group if other items needed to be added for discussion. The group agreed with the agenda.

Approval of Phlebotomy IFCC Minutes
Sasha stated that she removed this item from the agenda since the Phlebotomy faculty members are not present and this meeting is for Clinical Laboratory faculty. She noted that she will have Dr. Ingham (Chair) & Ms. Hunt (Co-Chair) review the minutes. Sasha further stated that once they review, she will have the minutes uploaded on the IFCC Webpage; but in the meantime, the WebEx recording is available on the IFCC Webpage for review.
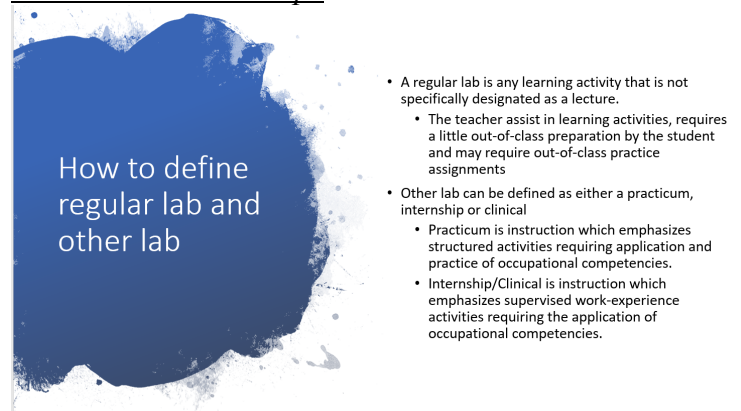
IFCC Webpage Link: https://intranet.tcsg.edu/teched/academic-affairs/ifcc/

WebEx Recording link of Phlebotomy IFCC Meeting 09/24/21:
https://tcsg.webex.com/tcsg/ldr.php?RCID=c15d5d9b70b6f3d05302246ff472dc0c

Review of Proposed Phlebotomy Program Revisions
Sasha stated that she removed this item from the agenda since the Phlebotomy faculty members were not present to provide their input. She stated that she would have Dr. Ingham (Chair) & Ms. Hunt (Co-Chair) review the changes in detail. Sasha noted that she would keep the IFCC informed of the PROBE status. Sasha further stated that the PROBE would not be released until after the new year due to the scheduling of President Council, State Board, and End of Semester Activities for faculty & colleges.

Brian P. Kemp
Governor

Greg Dozier
Commissioner

Curriculum Review Tips

Sasha provided a quick overview of the curriculum database, course category descriptions & course hour calculations. Sasha explained to the IFCC their responsibilities of revirewing the CLT3: Clinical Laboratory Technology program standards and its respective CLBT courses.

➢ *CLT3: Clinical Laboratory Technology*
  o CLBT 1010: Introduction to Clinical Laboratory Technology
  o CLBT 1030: Urinalysis/Body Fluids
  o CLBT 1040: Hematology/Coagulation
  o CLBT 1050: Serology/Immunology
  o CLBT 1060: Immunohematology
  o CLBT 1070: Clinical Chemistry
  o CLBT 1080: Microbiology
  o CLBT 2090: Clinical Urinalysis, Serology & Preanyalytic Specimen Process Practicum
  o CLBT 2100: Clinical Immunohematology Practicum
  o CLBT 2110: Clinical Hematology/Coagulation Practicum m

- CLBT 2120: Clinical Microbiology Practicum
- CLBT 2130: Clinical Chemistry Practicum
- CLBT 2200: CLT Certification Review

Sasha explained to the group that stated that during the curriculum review, the group should keep in mind the following tips,

- *Review of Program Standards*
  - Description
    - Ensure the program description is descriptive of what the program teaches the students
  - Occupational Trends
    - Ensure the occupational trends provide an overview of where program graduates could be employed. Additionally, ensure the data is not outdated.
  - Education Programs
    - Ensure the education programs provide an overview of various educational programs in areas such as public vs. private.
  - Job/Career Description
    - Ensure that the information is detailed and updated based on job duties graduates will be required to complete within the field.
  - Employment Trends
    - Ensure that the information is detailed and provides employment data within different areas of the profession.
  - Salary Trends
    - Ensure the information provides current annual and hourly salary figures.
  - Occupational Analysis
    - Ensure the information provides the duties and tasks per duty required to perform in a job setting once graduated from the program.
  - Program Outcomes
    - Ensure the information provides program outcome statements that a graduate should achieve upon completion of the program.
  - External Standards
    - Ensure the programmatic accreditation information, regulatory bodies, national examination, and 60-min calculation disclaimer for clinical courses are listed.
  - Program Faculty/Administrative
    - Ensure the information listed is currently based on accreditation requirements.
  - Program Resources/Equipment/Facilities
    - Ensure the information is updated.

- *Review of Course Standards*
  - Course Description
  - Pre-Requisites, Co-Requisites & True-Requisites
    - Ensure the correct courses are listed, and the "one-required" or "all-required" statements are needed to provide flexibility.
  - Course Length (Hours & Description)
    - Sasha stated this is the time course hours can be reviewed and adjusted if needed. However, she further noted that adding hours to existing hours will not be accepted unless the IFCC can provide documented justification such as accreditation/regulatory agency requirements.
  - Competencies
  - Learning Outcomes
  - Leaning Domain & Level of Learning
    - Ensure there is progression shown throughout the course.
  - Aligns w/accrediting agency & national examinations

Discussions

After the curriculum review tips presented by Sasha, she stated that the topics of discussion listed on the agenda would need to be addressed, and she opened the floor for the following discussions,

- Accreditation Updates
  - Sasha asked the group if there were any accrediting agency updates to the curriculum standards that needed to be addressed. Robin Aiken (Chattahoochee Tech) and Phyllis Ingham (West GA Tech) stated no changes from the accrediting agencies. Phyllis Ingham (West GA Tech) noted that the board would have set reference ranges that would be helpful to students as they take their exams, but it does not qualify as an agency change.

- Program Name Change
  - Moving forward with open discussions, Sasha stated that the Program Name Change topic has been a highly requested item and opened the floor to those who requested this change. Robin Aiken (Chattahoochee Tech) stated the program name should be changed to Medical Laboratory Technology, which is the language used within the profession. Rebecca James (Southeastern Tech) agreed and said that a position paper was written suggesting that the name be changed to Medical Lab Tech among all programs. Georgia Smith (Southern Regional Tech) agreed and stated that many students are confused about the current program title. In response, Sasha noted that this should be an easy change depending on the other requested changes; but the program title change process will result in a PROBE.

- o Dean Puffer (Chattahoochee Tech) asked if a program name change would impact financial aid for the students currently enrolled within the program. In response, Sasha stated that certain items used as factors in providing financial assistance to students within a program, such as credit/contact hours, major code & etc remain untouched; it should not impact their financial aid award. She further stated that a program name change after the proper approval process would result in the colleges updating their catalogs to reflect the name change and keeping the credit/contact hours as is. Sasha further noted to Dean Puffer that she would email the Compliance Coordinator at the System Office to double-check and get back to her.
- o Robin Aiken (Chattahoochee Tech) stated that the program length on the standards says six (6) terms, but her program is completed within five (5) terms. In response, Sasha noted that the six (6) terms are a suggested completion timeline, and programs have the academic freedom to make it shorter. Sasha further stated that she would review the database in detail to ensure no duplication in the curriculum section.
- o Before closing and moving to the next topic, Sasha asked the group if they agreed to change the program name from Clinical Laboratory Technology to Medical Laboratory Technology. The group was all in agreeance.

- *On-campus Rotations*
  - o Sasha stated that due to limitations to clinical facility access, other programs had used other alternatives such as simulated clinical and etc. She asked the group if there were any alternatives they had been using. In response, Robin Aiken (Chattahoochee Tech) stated at the start of the pandemic, she created a Microbiology On-campus rotation due to the closing of clinical sites for students. She asked if they could continue their on-campus rotations for students who cannot be placed within a specific rotation area. In response, Dr. Phyllis Ingham (West GA Tech) stated that they piloted simulated Microbiology labs before COVID. She further noted that NAACLS does not say that students must undergo their clinical rotation within a clinical facility to achieve competencies. Dr. Ingham (West GA Tech) also stated that since offering some On-campus rotations, she had seen an increase in her students' scores.
  - o Georgia Smith (Southern Regional Tech) stated that it sounds like a good idea; however, she is the only instructor and asked if Robin thought about hiring someone to accommodate the students within these On-campus rotations. In response, Robin (Chattahoochee Tech) stated that her clinical coordinator helps, and her job includes the clinical component. Tonya Brown (Lanier Tech) asked if all the students participated in the Microbiology rotations. In response, Robin (Chattahoochee Tech) stated it depends on the clinical site and whether they have

a Microbiology lab. She further noted that students are doing a lot of manual compared to those in the clinic, which is consistent with the exams.

- o Tonya (Lanier Tech) stated concerns about equitable student training based on her experience from her last site visit. In response, Jennifer Chin noted that the on-campus students are given several pediments according to the bench they are assigned to i.e. BioFire (respiratory), wound, blood culture, etc. She further stated that they have parasite slides but no stains, and they are provided PowerPoints & videos for mycology. Robin (Chattahoochee Tech) noted that the competency checklist is the same even if the students are placed in different clinical settings. Phyllis (West GA Tech) stated that NAACLS provides a lot of leeways as long as the program faculty can show students are equitable. In conclusion, LaShauna (Central GA Tech) asked if Robin (Chattahoochee Tech) could provide her on-campus blueprint with the group. Robin agreed and stated that she would email via the Listserv.

- *CLT3 Program Standard Revisions*

- o Sasha presented the group with the overall CLT3 program standards and opened the floor to discuss needed modifications. The group made the following revisions,
  - ▪ Major Code/Program Title
    - o CLT3 major code remained as is
    - o The program title has been revised to Medical Laboratory Technology.
  - ▪ Program Description
    - o Sasha will review and update to reflect the new program title.
  - ▪ Occupational Trends

- Sasha will review and update to reflect current growth trends based on EMSI reports and revise terminology based on the new program title.
  - Educational Programs
    - Sasha will review and update to reflect the new program title.
  - Actual Job/Career
    - Sasha will review and update to reflect the new program title.
  - Employment Trends
    - Sasha will review and update to reflect current salary trends based on EMSI reports and revise terminology based on the new program title.
  - Occupational Analysis
    - Sasha explained to the group that this section should list the task & duties students will perform to meet the program outcomes successfully. Sasha noted that the program outcomes are outcomes that students will achieve upon program completion. Sasha asked the group to review the items listed for the occupational analysis and determine if they need to be removed, revised, or new ones added.
    - Tonya Brown (Lanier Tech) suggested updating the duties to reflect the respective task listed. Robin Aiken (Chattahoochee Tech) stated to add preanalytic terminology within the tasks. Tonya (Lanier Tech) asked if trend #3: *Be able to set up a functioning clinical laboratory in a physician's office or health facility* was truly needed. In response, Phyllis (West GA Tech) stated that MLTs can perform those tasks under the direction of an MT consultant but may not apply to our program. Robin (Chattahoochee Tech) agreed and indicated that it could be removed. The group decided on the following changes,
      - Duty 1: Perform laboratory tests on body fluids under the direction of a qualified physician or pathologist.
        - *Task 1: Get Syringe*; was removed
        - *Task 2: Get Needle;* was removed
        - *Demonstrate proficiency in analyzing preanalytic blood collection processes, specimen processing of blood & body fluids, and taking appropriate actions*; was added as the new Task #1.
      - Duty 2: Evaluate and correlate ~~clinical~~ medical laboratory test results performed on a patient.
        - *Task 1: Demonstrate the ability to critically think;* was removed.

- *Demonstrate proficiency in analyzing preanalytic blood collection processes, specimen processing of blood & body fluids, and taking appropriate actions;* was added as the new Task #1.
  - *Duty 3: Be able to set up a functioning clinical laboratory in a physician's office or health care facility; was removed.*
    - The respective tasks were removed along with Duty #3.

- <u>Program Outcomes</u>
  - The group agreed on the following revisions,
    - The overall outcome of the ~~Clinical~~ Medical Laboratory Technology Program is to provide skilled ~~clinical~~ medical laboratory technicians who perform effectively.
    - Collecting, processing, and analyzing biological specimens and other substances. REMOVE since #3 is a duplication.
    - Performing analytical tests of body fluids, cells, and other substances and taking necessary actions as appropriate.
    - Recognizing factors that affect procedures & results and taking appropriate actions within predetermined limits when corrections are indicated.
    - Performing and monitoring quality control within predetermined limits. REMOVE since #4 is similar.
      - Outcomes #6-12 remain as is.
- <u>External Standards</u>
  - Standard 1: In the ~~Clinical~~ Medical Laboratory Technology program, Practicum/Internship or Clinical courses are based on a clock hour (sixty minutes). Appropriate breaks are included in the clock hour as directed at the Practicum/Internship or Clinical site. One semester credit shall be awarded for a minimum of three clock hours of Practicum/Internship. One hour of credit shall be awarded for 2250 minutes of instructional time.
  - Standard 2: Students who successfully complete the ~~Clinical~~ Medical Laboratory Technology program may be eligible to sit for a nationally recognized certification examination.
  - Sasha suggested to the group to add Standard #3 that specifics NAACLS accreditation information.
  - The group agreed on all revisions.
- <u>Program Faculty/Administrative Requirements</u>
  - The group expressed the need to update this section. Sasha noted to the group that typically, this information is based upon the requirements set by the accrediting agency and/or regulatory body.

She further stated that she was unaware of NACCLS requirements, but the program standards currently have a director, instructor, and secretary listed within the section. LaShauna (Central GA Tech) stated that it would be beneficial to have another full-time employee to help teach the courses and help with clinical. Tonya (Lanier Tech) agreed. Phyllis (West GA Tech) stated that the secretary position could be changed to lab instructor to help with labs. Georgia Smith (Southern Regional Tec) agreed with Phyllis. Robin (Chattahoochee Tech) stated that the changes should reflect on stating the following,

- Director: Full-time
- Instructor: Full-time
- Lab Assistant: Part-time
- Secretary- REMOVED

o Sasha stated that the other specific staff resources would be updated to note the following, Instructors must be certified ~~Clinical~~ Medical Laboratory Scientists. The group agreed with all revisions.

- *CLBT Course Standards Revisions*

Occupational Courses	AND	-	-	-	-	-	-	-	-	46
CLBT 1010 - Introduction to Clinical Laboratory Technology (201412) 2 hrs	NA	1	1	2	1	0	Practicum	3	4	2
CLBT 1030 - Urinalysis/Body Fluids (201412) 2 hrs	NA	1	1	2	1	0	Practicum	3	4	2
CLBT 1040 - Hematology/Coagulation (201412) 5 hrs	NA	3	2	5	3	0	Practicum	6	9	5
CLBT 1050 - Serology/Immunology (201412) 3 hrs	NA	2	1	3	2	0	Practicum	3	5	3
CLBT 1060 - Immunohematology (201412) 4 hrs	NA	2	2	4	2	0	Practicum	6	8	4
CLBT 1070 - Clinical Chemistry (201412) 4 hrs	NA	2	2	4	2	0	Practicum	6	8	4
CLBT 1080 - Microbiology (201412) 5 hrs	NA	2	3	5	2	Internship	2		6	10	5
CLBT 2090 - Clinical Urinalysis, Serology and Preanyalytic Specimen Process Practicum (201003) 3 hrs	AND	0	3	3	0	0	Clinical	9	9	3
CLBT 2100 - Clinical Immunohematology Practicum (201003) 4 hrs	AND	0	4	4	0	0	Clinical	12	12	4
CLBT 2110 - Clinical Hematology/Coagulation Practicum (201003) 4 hrs	AND	0	4	4	0	0	Clinical	12	12	4
CLBT 2120 - Clinical Microbiology Practicum (201003) 4 hrs	NA	0	4	4	0	0	Clinical	12	12	4
CLBT 2130 - Clinical Chemistry Practicum (201003) 4 hrs	AND	0	4	4	0	0	Clinical	12	12	4
CLBT 2200 - CLT Certification Review (201412) 2 hrs	NA	0	2	2	0	Lab	4		0	4	2

o Sasha presented the standards for all CLBT courses and asked the group to review them in detail and make revisions. The group has decided the course prefix will need to change to reflect an emphasis on Medical Laboratory Technology. Sasha stated that she would determine the prefix based on availability within the curriculum database. The group made the following revisions,

▪ CLBT 1010: Introduction to ~~Clinical~~ Medical Laboratory Technology

o Course Description was revised to state the following, Introduces students to the terms, concepts, procedures, and equipment used in a professional ~~clinical~~ medical laboratory. Topics include: professional ethics and regulatory agencies; laboratory safety, equipment, and techniques; phlebotomy/specimen processing; related lab math, quality control concepts; process improvement; documentation and computer usage; and point of care testing.

Practical experience in phlebotomy will be provided in the institution's laboratory and/or the clinical setting.
- o Pre-Req was revised to include MATH requirements.
- o Learning Outcome 6.1 was revised to state the following, Describe the methods used by ~~clinical~~ medical laboratories to improve performance.
- CLBT 1030: Urinalysis/Body Fluids
  - o Learning Outcome 2.6 was revised to state the following, Correlate ~~Correlated~~ principles of routine biochemical and confirmatory tests with disease states.
- CLBT 1040: Hematology/Coagulation
  - o Pre-req statement revised to state "one required" instead of "all required."
    - Sasha will add a disclaimer statement to clarify flexibility once the ITDR division creates the functionality within the curriculum database.
- CLBT 1050: Serology/Immunology
  - o The course remained as is
- CLBT 1060: Immunohematology
  - o Learning Outcome 5.12 was revised to state the following, ~~Perform~~ Perform selected special techniques, such as titers, elutions, absorptions, prenatal and postnatal transfusions, alloantibody identification, multiple antibody identification, and enzyme techniques.
- CLBT 1070: Clinical Chemistry
  - o Learning Outcome 5.2 was revised to state the following, ~~Describe~~ Describe isoenzymes and the clinical implications of abnormal results.
- CLBT 1080: Microbiology
  - o Regular Lab description revised from "Internship" to "Lab"
  - o Other Lab description were updated to state "Practicum" to describe the six (6) contact hours listed.
- CLBT 2090: Clinical Urinalysis, Serology and Preanyalytic Specimen Process Practicum
  - o Removed Competency #2: Serological Tests and Techniques and its respective learning outcomes and placed within CLBT 2110, CLBT 2120 & CLBT 2130.
- CLBT 2100: Clinical Immunohematology Practicum
  - o Learning Outcome 9.1 revised to state the following, Promote teamwork and use organizational skills in performing duties in the ~~clinical~~ medical laboratory.

- **CLBT 2110: Clinical Hematology/Coagulation Practicum**
  - CLBT 1050 was added as a pre-req
  - Learning Outcome 8.1 was revised to state the following, Promote teamwork and use organizational skills in performing duties in the ~~clinical~~ medical laboratory.
  - The following competency & learning outcome was added,
    - Competency #9: Serological Tests and Techniques
      - Learning Outcome #1: Fulfill all federal, state, and local requirements in preparation for testing.
      - Learning Outcome #2: Perform serology testing techniques.
      - Learning Outcome #3: Relate any marked abnormalities immediately to the supervisor.
      - Learning Outcome #4: Demonstrate the ability to complete documentation in a legible manner and operate a laboratory information computer system.
- **CLBT 2120: Clinical Microbiology Practicum**
  - CLBT 1050 was added as a pre-req
  - Learning Outcome 10.1 was revised to state the following, Promote teamwork and use organizational skills in performing duties in the ~~clinical~~ medical laboratory.
  - The following competency & learning outcome was added,
    - Competency #11: Serological Tests and Techniques
      - Learning Outcome #1: Fulfill all federal, state, and local requirements in preparation for testing.
      - Learning Outcome #2: Perform serology testing techniques.
      - Learning Outcome #3: Relate any marked abnormalities immediately to the supervisor.
      - Learning Outcome #4: Demonstrate the ability to complete documentation in a legible manner and operate a laboratory information computer system.
- **CLBT 2130: Clinical Chemistry Practicum**
  - CLBT 1050 was added as a pre-req
  - Learning Outcome 9.1 was revised to state the following, Promote teamwork and use organizational skills in performing duties in the ~~clinical~~ medical laboratory.
  - The following competency & learning outcome was added,
    - Competency #10: Serological Tests and Techniques
      - Learning Outcome #1: Fulfill all federal, state, and local requirements in preparation for testing.

- - Learning Outcome #2: Perform serology testing techniques.
  - Learning Outcome #3: Relate any marked abnormalities immediately to the supervisor.
  - Learning Outcome #4: Demonstrate the ability to complete documentation in a legible manner and operate a laboratory information computer system.
  - CLBT 2200: ~~CLT~~ MLT Certification Review
    - Add CLBT 1010 as pre-req.
  - The group agreed with all revisions.
- Moving forward, Sasha asked the group if there were any questions or other discussion topics. Anita Khoram (GA Piedmont Tech) asked if the ALHS 1090: Medical Terminology could be added to the program as a pre-req. In response, Sasha stated that adding hours will not be an option, but the group can rearrange hours. Robin (Chattahoochee Tech) and Tonya (Lanier Tech) noted that the ALHS 1090 course was removed from the curriculum to reduce program hours. Additionally, they stated that it was removed because the level of medical terminology the students need to know is taught throughout the program. The group agreed.

Conclusion/Action Items

Sasha thanked the group for their hard work and informed them of the next steps. Sasha noted that she would have to get with the IT department to create a new course prefix. Sasha explained that once the new prefix has been created, she will begin on the changes. Sasha further explained that she would create a new version of the program and course standards, and the program would undergo the PROBE process.

Sasha noted that her goal is to have the PHLT & MLT PROBE released simultaneously, but that depends on how soon the IT department can complete her request for database modifications. She stated that she would keep the IFCC posted on the status of the programs. Sasha reviewed all the changes once more and asked for confirmation from Chair & Co-Chair that she captured everything. They both agreed. She asked the Chair & Co-Chair if they had any additional comments or topics to address. They both thanked the group for their hard work and concluded the meeting.

Meeting adjourned at 12:30 pm.
Meeting Notes submitted by LaShauna Hunt
Meeting Notes reviewed by: Dr. Phyllis Ingham
Meeting Minutes submitted by Sasha Kahiga

Brian P. Kemp
Governor

Greg Dozier
Commissioner