
**Miami Dade County Public Schools
Division of Career & Technical Education
1450 Northeast Second Avenue Room 817
Miami, Fl 33132**

**Minutes of
HEALTH SCIENCE EDUCATION ADVISORY COMMITTEE MEETING
Robert Morgan Educational & Technical
Education Center
Mall Conference Room-First Floor
18180 S.W. 122 Avenue
Miami, Fl 33177**

Wednesday, November 12, 2008

9:00 -12:00 noon

MEMBERS PRESENT:

Deborah Piehl, Chair
Director of Nursing Education
Mercy Hospital

Ronda Mims, Instructional Supervisor
Health Science Department
M-DCPS

Martha Musino, President DON
Comprehensive Medical Staffing
Lisa Gomez, Dept. Head
Miami Lakes Ed. Center

Annette Torres, Medical Asst. Instructor
South Senior High
Mary Ellmore, Dept. Head
Homestead Senior High

Carol Stuchins, Director
North Beach Rehabilitation Center

Elizabeth Hernandez, Med. Asst. Instructor
Robert Morgan Ed. Center

Paula Porter, Dept. Head
Robert Morgan Educational Center

Aurea Hurtado, Director
Dental Clinic
Robert Morgan Ed. Center

Dr. Robert Buksch, Dentist
Volunteer Dentist
Robert Morgan Educational Center

Magaly Parets, Curr. Support Spec.
Miami Dade County Public Schools

Dr. Nilda Soto
Medical Director Open Doors

Sherice Artiles, Med. Assistant Student
Homestead

Marc T. Mortensen, Pastor
First Baptist Church

Irma Als, Coder Biller Specialist
D. A. Dorsey Adult Center

Ketrick Gage, Med. Assistant Student
Robert Morgan Educational Center

Tammy Diaz, Lead Teacher
Robert Morgan Educational Center

Marcela Shur, CDA Instructor
Robert Morgan Educational Center

Marsha Tejeda, Student Coordinator
Baptist Health System

Sandra Tilton, Curriculum Specialist
MDCPS

Jan Spivak, Curriculum Specialist
MDCPS

Michael Lawrence, Lead Teacher
South Dade Senior High

Eric L. Harris, Pharmacist
D.A. Dorsey Adult Center

CALL TO ORDER

Ms. Deborah Pielh started the meeting at 9:05 a.m., and she welcomed everyone and said a prayer.

The minutes were approved as read with the correction of members present to reflect Ms. Martha Musino. Minutes were approved as read. Ms. Mims offered an explanation of the inclusion of references to Medical Biller Coder information. The members were contacted by email and conference call to discuss that information for inclusion in the minutes. D.A. Dorsey Adult Center is seeking Council of Occupational Education accreditation and that information should be included in the advisory committee minutes. It was also explained that every other advisory committee meeting should be held at a school site. It is the responsibility to the committee to offer advice, and constructive criticism to improve the education of students in the health care industry.

The agenda was rearranged to allow the volunteer dentist opportunity to speak about the upcoming Reaccreditation for the Dental Assisting program. The dentist was scheduled for surgery. The American Dental Association (ADA) is requesting that the school provide an alternate source of funding to run and operate the program in the event the school was unable to continue. It was pointed out that currently the dental clinic receives a grant from the Public Health Trust to pay for supplies and equipment to service the indigent in the community. The dentist all volunteer their time and are scheduled in advance to maintain order and delivery continuity of services. This system has been effective for many years. The school system hires and pays the salary of the allied health personnel.

Another issue is that the current program is 1060 hours, and the school would like to continue with 1230 hours according to the Department of Education frameworks. It was

discussed that dentists are also able to provide on-the-job training to individuals in their offices in a lot less time. Ms. Mims suggested that the dental director request the inclusion of 170 hours from the school site administration. The other Post-secondary institution continues to offer the program at 1230 clock hour requirement. It should be stated in the school catalog and the student handbook. The effective date should be offered in advance. It was stated that currently enrolled students would not have to meet the increase in hours as the requirement was not in place when they entered.

They also had questions about the use of online courses for theory. The dentist expressed concern over the computer skills of the current students. Ms. Mims offered to purchase additional computers and requested a price for up-to-date software packages. The dentist seemed to feel that the adult students would benefit from online courses in office procedures. He stated that as an employer, students were lacking in their front office skills. It was stated again that the additional computers should help the students to practice the computer skills in the lab. It was also discussed that employability skills might also be taught online.

Industry certification was discussed as an exit criteria; the NOCTI exam is relatively inexpensive. It seems that they have a pre-post test for a minimal cost of approximately \$11.00. Ms. Mims was encouraging all content area teachers to investigate an exit examination as a part of the class requirements. She explained that because of the way the Perkins Grant is written every program participant will have to achieve a credential as part of the course. It was also discussed that the exit exam should be the responsibility of the student, not the system.

Discussion was had about the validity of a teacher developed exit exam. Ms. Mims explained that they should all be an industry certification or a national exam accepted by the accrediting body. It was stated that some of the dental assisting student took the CDA and made very high scores.

Ms. Tejada mentioned that Baptist Hospital has long since required their employees to have industry credentials. She also said that the hospital is reluctant to enter agreement with schools that do not have accreditation.

The dental director also wanted to know if students could do clinical from Miami Palmetto and Miami Killian Senior at the dental clinic at Robert Morgan. Ms. Mims stated that should be able to happen although they might want to initiate an affiliating agreement.

Medical Billing and Coding was presented by Ms. Als the instructor at the D.A. Dorsey. She stated that she has a total of ten new students and seven returning students to take a refresher course. The certification is one of the higher standards the cost is \$385.00 for member and 4400.00 for non-members. The credentialing agency is American Health Information Management Association (AHIMA). The course is 1000 hours, on a part-time basis from 5pm-9pm, Monday, Tuesday, and Wednesday. The starting salary is \$17.50 an hour.

Elizabeth Hernandez mentioned that the credentialing exam for medical assisting is the CMA exam and that it will be computerized starting in January of 2009. The students as soon as they graduate can take the test. Three students took the test in October and 2 passed. Elizabeth also mentioned that there will be a medical assisting seminar in March in Orlando, Florida.

Ms. Torres questioned if there would be an articulation program for high school student this summer? Ms. Mims explained the articulation program between secondary and post-secondary in medical assisting. This will be the fourth summer that high school graduates are eligible to register in post-secondary the day after graduation to complete the requirements for Medical Assisting. The students need to attend the adult center for approximately six-eight weeks and they can then take the certification exam.

Ms. Parets gave an overview of the proposed changes to the Medical Assistant Curriculum. The changes included an equipment list, she asked the teachers/industry persons to please submit any changes or suggestions that they would want to see included.

Ms. Mims spoke about the new high school programs; Emergency Medical Technician Basic. The City of Miami is interested in partnering with the school system to train and recruit high school graduates into the fire department. The city has pledged financial support and personnel to assist at the school site. The salaries for entry level personnel are very appealing and their retirement system is also enticing. She did mention that the discipline and the availability of the job is excellent for high school students. One of the most difficult requirements for minority students is that they keep themselves out of the penal system. They too have a certification examination.

Ms. Mims reported that the district made its final submission to the National League of Nursing Accrediting Commission on November 1, 2008. She also informed the committee that the district now has 40% of their teachers in the PN program with a Master of Science in Nursing, which was the area that we were sited with the visitation team was here.

Pharmacy Technician Program was presented by the teacher Mr. Eric Harris, from D.A. Dorsey. Mr. Harris explained that his program has been in operation since 1999 and that his retention rate is excellent. He explained that Walgreens donated and assembles all of the equipment in his classroom. He said that his students and Walgreens continue to provide him with empty bottles in order to simulate labeling, counting and filling of the prescriptions. He said that 90% of his students are on welfare and that his course is the way out of the system for many of them. He explained that he has a wall of Fame in his room and that students look to the day that they will have their pictures and documents added to the wall. He stated that students bring copies of their first paycheck to him to show to others to motivate them to continue on. He also mentioned several hospitals pay for his graduates to take the Pharmacy Technician Certification Board, and that he has a 94% pass rate. Mr. Harris mentioned that Florida is the largest prescription medication

producer in the United States. He also said D.A. Dorsey has been around for a very long time and that they have only recently become accredited.

Mr. Flannigan, Vice-Principal from Robert Morgan Educational Center, welcomed everyone to Robert Morgan.

Career Pathways was presented by Jan Spivak and Sandra Tilton. They explained that the initiative is between secondary and post-secondary institutions. The programs changed from Tech Prep to Career Pathways. Practical Nursing is one of the targeted areas of interest for this year. They were working on the Day in the Life of a nurse program. This year's program was tri-County including Dade, Broward and Palm Beach all on the same day, November 14, 2008.

Sandy showed some of the documents that have the career pathway courses outlined with the articulated courses between Miami Dade College and Miami Dade County Public Schools.

Ms. Als mentioned that she would like to have an articulation agreement with Miami Dade College. Ms. Spivak and Ms. Tilton offered her assistance in trying to arrange it.

Ms. Piehl mentioned that the committee had a plaque made for the previous chairperson, Ms. Allen, which she would take over to Sister Emmanuel and present to her on behalf of the committee.

Ms. Mims mentioned that the members should take a look at the curriculums enclosed in the folder, and to please complete the forms giving us feedback as to the areas that they might see that are not in agreement with industry standards, after touring the labs.

Our next meeting will be held at Baptist hospital during the month of May or April. The meeting was adjourned at 12:20PM.