

# Academic Program Review Recommendations: 2022-23 Annual Progress Report

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The purpose of the Annual Progress Report is to facilitate the tracking of progress made on program recommendations/goals and to identify and explain the addition of any new program goals not listed in the most recent Review.

## 1. Name of Program: American Heart Association – Authorized Training Center

[2021 American Heart Association Program Review](#)

## 2. List goals from most recent [Program Review](#) and report on progress for each goal: 2021 goals:

1. Evaluate if sustainability appears evident, the creation of a part-time administrative position to handle day-to-day operations and market the TC. Now that the community is recovering from COVID-19, with a dedicated individual to do marketing the classes should be able to return 12 students/class.

Evaluating our budget shows that it is sustainable to have and keep a part-time administrative position. This individual being an AHA instructor is able to teach customized training CPR classes for community partners such as The City of The Dalles. This has brought in revenue that helps cover the part-time position. Summer of 2022 we increased class size from 8 to 10 with the input from our AHA instructors teaching for CGCC. We made this decision for the benefit of students and equipment availability so students can have more hands on time and instructor 1 on 1.

2. Maintain instructor files as required by the AHA to maintain currency.

We have developed a process to maintain instructor files to fit the requirement by AHA to maintain the currency of our instructors. This is an on going process since we have new and recertifying instructors year around.

3. Train 1-2 additional BLS/ACLS instructors to be able to have flexibility to meet the needs of the community to provide courses when needed as most of the college classes fall on 2-3 people mainly.

We have brought on 3 instructors. With us adding 3 BLS/ACLS instructors this has helped us be able to provide the course that community needs and wants from our Training Center.

4. Start the Heartsaver Spanish speaking course as requested by our CGCC Child Care Partners once the Spanish AHA materials are available.

The Spanish CPR class launched in Summer 2022. We have continued to offer this class one to two times a term with at least one class offering being held in The Dalles & Hood River. The participation for this class was slow at first but has had a steady incline of students from term to term.

5. If the Spanish speaking Heartsaver course is successful, explore the ability to provide BLS/ACLS courses in Spanish, as needed, to our community.

There has been no need within the community for a BLS/ACLS course in Spanish as of yet. But this is an opportunity we could explore if a need was to arise or one of our community partners approaches us.

6. Return to being able to have a 'Lending Library' of equipment and materials for our AHA instructors to utilize (Appendix F).

We have started this again slowly. Instructors email Angela Jones, Training Center Administrator, to set up a time to rent the equipment. A record of each borrow agreement is kept with the Training Center Administrator.

7. Recommend that our AHA TC receives training on the Instructor Network to be able to pull necessary reports, such as: instructor evaluations, eCard data, etc.

Our AHA TC has received training on the AHA Instructor Network. Currently AHA is changing platforms soon, Angela is waiting to hear and see what changes will happen and if training events will occur.

8. Successfully complete CGCC and state approval processes for all courses in order that the college and program is CCWD compliant. The completion for the CGCC self-study is anticipated to be in August 2021 per the Regional AHA center. Continue with compliance of state requirements.

We have started the process of completing CGCC course approval forms to receive state approval and to start receiving FTE for the classes we offer. We renewed with AHA in July 2021 and our next renewal is July 2031.

### **3. List any additional goals added since the most recent Program Review, and include the rationale for each new goal:**

The AHA Training Center has moved under the Community Education Department due to program and role changes within the Nursing and Health Occupation Department. The shift of AHA to Community Education was better aligned because of the nature of its Non-credit courses and it being aimed towards the community as a whole. There are no additional goals to add to this program but we are continuing to strategize ideas that help us meet the needs of our community, making this a self-sustaining program, along with growing for the future.