



WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

HEALTHCARE COMMITTEE MEETING

Friday, September 4, 2015
8:00 a.m.-9:30 a.m.

VCCF Nonprofit Center (Community Room)
4001 Mission Oaks Blvd., Camarillo, CA

AGENDA

8:00 a.m.	1.0 Call to Order and Agenda Review	Greg Barnes
8:03 a.m.	2.0 Public Comments	Greg Barnes
	<u>Procedure:</u> The public is welcome to comment. All comments not related to items on the agenda may be made at the beginning of the meeting only.	
8:08 a.m.	3.0 Approval of Minutes: July 24, 2015	Greg Barnes
	4.0 Ventura County Regional Strategic Workforce Development Plan	
8:10 a.m.	• 2014-2015 Year-End Review: Final	Patricia Duffy
8:15 a.m.	• Planning Discussion: Committee Focus for 2015-2016	Cheryl Moore Patricia Duffy
9:00 a.m.	• Healthcare Case Manager Pathway Project: Los Angeles/Ventura Regional Collaborative	Patricia Duffy
9:10 a.m.	• Deputy Sector Navigator: Update	John Cordova
9:15 a.m.	• Career Pathways: Update	Tiffany Morse Jim Rose
9:25 a.m.	5.0 Committee Member Comments	Committee Members
9:30 a.m.	6.0 Adjournment	Greg Barnes

Next Meeting
November 6, 2015 (8:00 a.m. - 9:30 a.m.)
VCCF Nonprofit Center (Community Room)
4001 Mission Oaks Blvd., Camarillo, CA

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the Workforce Development Board of Ventura County staff at (805) 477-5306 at least five days prior to the meeting. TTY line: 1-800-735-2922.
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For information about the Workforce Development Board of Ventura County, go to workforceventuracounty.org



WDB Healthcare Committee
July 24, 2015

MINUTES

Meeting Attendees

Committee

Greg Barnes
(Chair)*
Teresa Johnson*
Paul Matakiewicz*
Tiffany Morse
Dawn Neuman

WDB Administration

Patricia Duffy
Richard McNeal
Cheryl Moore
Ma Odezza Robite
Theresa Salazar
Vital

Guests

Carol Fujita (Amgen Biotech Experience)
Sally Harrison (County of Ventura CEO's
Office)
Erin Huizinga (Rancho Campana High School)
Marybeth Jacobsen (Workforce Education
Coalition)
Vivian Petit (Community Services
Department/WIOA)
Mary Anne Rooney(Ventura County Civic
Alliance)
Sherry Tsai (Amgen Biotech Experience)

**WDB Members*

1.0 Call to Order and Agenda Review

Called the meeting to order at 8:08 a.m. No changes were made to the agenda.

2.0 Public Comments

Marybeth Jacobson announced the STEM-ERSION two-day project-based learning program for teachers to be held in Ventura on August 4-5, 2015. This is an educator immersion into the local Ventura County healthcare industry, with an emphasis on applied STEM learning and project design.

3.0 Approval of the Minutes: May 6, 2015

Motion to approve: Paul Matakiewicz
Second: Teresa Johnson
Motion carried

4.0 Committee Chair Comments

Incoming Chair Greg Barnes and members of the Healthcare Committee expressed their sincere appreciation to Martel Fraser (outgoing Chair) for her leadership and strong advocacy for actions to support development of the healthcare workforce in Ventura County. The group also thanked Celina Zacarias (outgoing Vice Chair) for her service and key role in helping to connect California State University, Channel Islands, and healthcare providers in support of the Clinical Laboratory Scientist Field Experience program. Members said that they looked forward to the continuing participation of Ms. Fraser and Ms. Zacarias on the Committee.

5.0 Ventura County Regional Strategic Workforce Plan

- Local Area WIOA Recertification

The new Workforce Innovation and Opportunity Act (WIOA) became effective on July 1, 2015, and Workforce Investment Boards (WIB) under the previous Workforce Investment Act (WIA)

were renamed Workforce Development Boards (WDB). Cheryl Moore described the Local Area WIOA Recertification process, indicating that the Workforce Development Board (WDB) would be required to submit an application in March 2016 for recertification as a local board as of July 1, 2016. Plans would need to be in alignment with the draft California state plan (to be submitted to the U.S. Department of Labor (DOL) in October 2015) and the final federal WIOA rules (to be issued in January 2016). The DOL had issued draft guidelines for WIOA; California guidelines were to be released in the near future. The WDB industry sector committees, such as the Healthcare Committee, would participate in the planning process.

- Clinical Lab Science Field Experience Update

Dawn Neuman provided an update on the status of the application to the State for four local hospital laboratory certifications, as a Ventura County regional consortium, to support the Clinical Laboratory Science (CLS) Field Experience Program through California State University, Channel Islands (CSUCI). Dr. Neuman reported that all of the paperwork for the applications for the four participating hospitals had been submitted.

What is unique about this initiative is that the four hospitals have collaborated to create a local post-graduate program to grow a future workforce, while giving students the opportunity to move to different hospitals to complete their training so that expertise in certain areas can be shared. Three hospitals will be participating in sending students to other hospitals. Dr. Neuman reported there are students currently in the pipeline to complete their field experience program. The program at CSUCI will start admitting students again for the 2016 academic term.

The Committee commended Dr. Neuman for her exceptional dedication and volunteer efforts in coordinating the lab certification application process, ensuring that people were committed to the critical components required for certification, all paperwork was completed, and the submission documents and timing were coordinated.

- Healthcare Work Readiness Skills Chart

The Committee finalized the most recent draft of the Healthcare Work Readiness Chart. The chart will be posted on the WDB website and provides an employer-generated healthcare work readiness reference for educators, employers, job seekers, and youth.

- 2014-2015 Year End Review

The Committee members discussed 2014-2015 accomplishments and insights. The report will be presented to the WDB on August 27, 2015, and the final document will be reviewed by the Committee at their meeting on September 4, 2015.

- Career Pathways: Update

- Tiffany Morse reported on VC Innovates. Thanking the Committee members for their input at a recent meeting, Dr. Morse indicated that the career ladders were being reworked and would be shared with the teachers. The new, second-round California Career Pathways Trust grant will include foster youth and students with special needs. A communication program for employability skills will be offered countywide for students in the pathway programs.

- Mary Anne Rooney provided an update on the Alliance for Linked Learning initiative. Rancho Campana High School will open in October 2015 totally dedicated to the academy

program model. Ms. Rooney also mentioned that HIPPA regulations have presented a problem for employers to offer healthcare internships, and she asked for feedback from anyone on the Committee who might know how to address the issue.

- Committee Spotlight: Amgen Biotech Experience

Sherry Tsai, Site Director ABE-Greater Los Angeles Area and Carol Fujita, Coordinator ABE-LA CSUCI, presented on the Amgen Biotech Experience program. The program provides free teacher training, and loans up to \$24,000 in equipment during the training, for teachers to learn how to teach students the techniques that biotechnology researchers use. This experience enables teachers to introduce students to scientific discovery through molecular biology and links science concepts to real world experiences. The ABE program has trained teachers around the world, including 37 teachers in 20 schools in Ventura County. They would like to expand the program to more teachers in our area.

There was a very favorable response to the presentation from the Healthcare Committee members. Connections were made at the meeting that will assist in expanding the program in Ventura County.

6.0 Committee Member Comments

There were no comments.

7.0 Adjournment

Motion to adjourn at 9:35 a.m.: Paul Matakiewicz

Second: Teresa Johnson

Motion carried

Next Meeting

September 4, 2015 (8:00 a.m.-9:30 a.m.)

VCCF Nonprofit Center (Community Room)

4001 Mission Oaks Blvd., Camarillo, CA



2014-2015 YEAR-END REVIEW

Workforce Investment Board of Ventura County

WIB HEALTHCARE COMMITTEE

2014-2015 Members

WIB Members: Martel Fraser, Chair (United Food and Commercial Workers, Local 770), Celina Zacarias, Vice Chair (California State University, Channel Islands), Greg Barnes (Los Robles Hospital and Medical Center), Teresa Johnson (Ventura Adult and Continuing Education), Paul Matakiewicz (Service Employees International Union, United Healthcare Workers), Sandra Werner (Simi Valley Hospital)

Other Members: John Cordova (College of the Canyons, Deputy Sector Navigator), Ed Gonzales (St. John's Regional Medical Center), Carol Higashida (Moorpark College), Cindy Jordan (Vista Cove Care Center), Michelle Reynolds (Ventura County Health Care Agency), Sandra Melton (Ventura College), Tiffany Morse (Ventura County Office of Education), Dawn Neuman (California State University, Channel Islands), John Tannaci (California Lutheran University), Brett Watson (Camarillo Healthcare Center)

Committee Accomplishments

In support of the WIB's *Ventura County Regional Strategic Workforce Development Plan 2013-2017*, the WIB Healthcare Committee:

- Continued to refine and analyze the WIB's Ventura County Occupational Employment Data and Growth Projections for Healthcare. Identified jobs, wages, employment growth projections, growth/replacement job potential, hard-to-fill occupations, and priorities for workforce education and training.
- Held a panel discussion on "One Year after the Affordable Care Act" to consider the impacts of ACA on the healthcare sector and workforce needs. Engaged in a wide-ranging discussion of changes in workforce demands, critical skills needed for entry-level and mid-level positions, and key jobs to meet Ventura County's healthcare workforce needs.
- Identified an important employer and job seeker issue: a dramatic shift in the hiring of Associate Degree nurses. Many hospitals are now only hiring B.S. Nursing (B.S.N.) Registered Nurses (R.N.). Considering the new hiring policies at hospitals, the Committee identified the A.D.N. /B.S.N. situation as critical issue that needs to be addressed, both locally and statewide, to align education with industry needs.
- Formed a New Grad Transition Workgroup as the result of a discussion on new graduates in nursing, radiological technology and respiratory therapy who are having a difficult time finding jobs because of lack of experience. The workgroup was formed to look into current models and identify needs in Ventura County. Began to collect more data to quantify needs in this region for Radiological Technician, Respiratory Therapist, and RN Transition Programs.
- Finalized the State application, through the leadership and coordination efforts of Dawn Neuman and California State University, Channel Islands, to submit a joint application for a self-sustaining Clinical Laboratory Scientist (CLS) field experience program under a consortium of four local hospitals. (A fifth also may join.) This work included research and coordination to facilitate hospital preparations for the CLS lab certification process. The submission of this combined application for certification will be the first consortium approach to CLS certification in California.



2014-2015 YEAR-END REVIEW

Workforce Investment Board of Ventura County

WIB HEALTHCARE COMMITTEE

Committee Accomplishments (Continued)

- Developed a Healthcare Work Readiness Skills Categories Chart. The chart was initially drafted by a Healthcare Committee Workgroup and then submitted to the committee for review and approval. Posted the chart on the WIB website for public access and provided the information to educators for consideration in career pathway and curriculum development.
- Advocated for inclusion of several community college healthcare courses on the Eligible Training Provider List. Discussed the purpose of the California Eligible Training Provider List (ETPL) and the benefits for prospective job seekers and encouraged the addition of relevant healthcare courses in the community colleges, especially the nursing courses, be added to the ETPL to allow access for WIA-funded clients. As a result, courses were added to the ETPL.
- Provided a neutral platform to facilitate employer feedback to support the Career Pathways Trust Grants (*Alliance for Linked Learning* and *VC Innovates*) in developing curriculum aligned with the healthcare industry needs. Committee members, educators, and guests broke into three healthcare pathway discussion groups: Biotechnology Pathway, Patient Care Pathway and Administrative Services Pathway. The feedback also will be considered in the development of a career pathways map for Ventura County.
- Assisted in the development of Healthcare Professions Career Ladder Charts. *VC Innovates* invited education and business representatives to participate in a second joint meeting with the WIB Healthcare Committee to review and make recommendations regarding the draft Healthcare Professions Career Ladder Charts. The discussions generated innovative ideas and insightful recommendations on how to restructure the charts to more accurately reflect healthcare career ladders in the current business environment.
- Worked with local and regional partners on research, planning, collaboration, and facilitation of discussions to help create a foundation in support of education grant applications, economic development plans, and other community workforce development initiatives.



2014-2015 YEAR-END REVIEW

Workforce Investment Board of Ventura County

WIB HEALTHCARE COMMITTEE

Insights

- We are impressed by the ability of the WIB Healthcare Committee to sustain and achieve such a major, long-term task as the completion and submission of the Clinical Lab Scientist (CLS) Field Experience Program Consortium application to the State. Volunteer commitment and perseverance were keys to success, beginning with the launch of the effort in 2009 by the *ad hoc* WIB Allied Health Committee (which became the WIB Healthcare Committee), through ongoing advocacy efforts and modifications to the project and finally, in 2012, mutual agreement on a consortium approach led by Dawn Neuman in partnership with other Committee members, hospital laboratory representatives, and California State University, Channel Islands.
- A lot of work is needed to “close the loop” between education and industry.
 - The importance of apprenticeships is becoming more recognized and there is an increased need for collaboration and relationships with educators from K-12.
 - We appreciated the opportunity to talk with teachers at our meeting and would like more interaction in the future. Working with the California Career Pathways Trust initiatives helps to integrate what businesses need for workforce development and the curriculum and experiences being offered in education.
 - We recognize that the ongoing collaboration between agencies contributed to the success of the Healthcare Entree to Employment career dinner and others under the California Career Pathways Trust grants.
- There is increased participation and guest attendance at the Healthcare Committee meetings.
- We need to continue the momentum, strengthen partnerships, and widen our networks as we develop new projects for the committee.

Healthcare Committee 2-Year Plan
Workforce Investment Board of Ventura County

Goal: The Healthcare Committee will strive to create a diverse pipeline of workers to fill healthcare positions in Ventura County and will work to bring together partners in business, economic development, education, labor, government, and community-based organizations to address workforce shortages in healthcare.

Action Plan:

- 1) Form a core team of Ventura County employers, key agencies, and organizations most involved in healthcare workforce development.
 - Hospitals
 - Home health
 - Assisted living
 - Skilled nursing
 - Accountable care organizations
 - Agencies (e.g., Area Agency on Aging)
 - California State University, Channel Islands
 - Ventura County Community College District
 - Ventura County Office of Education
 - Adult education
 - Elected officials
 - Others
- 2) Develop ways to identify, engage, and communicate effectively with the core team and other healthcare workforce partners.
- 3) Inventory current training providers in the region.
 - Certification programs
 - Apprenticeships
 - Pre-work experience
 - High school academies
 - Regional Occupational Program
 - Community colleges
 - Universities
- 4) Conduct annual research to evaluate healthcare workforce needs and changes.
- 5) Identify the gaps between education and workforce needs and develop an action plan to provide a bridge to fill those gaps.
- 6) Continue to pursue clinical laboratory certifications and identify field experience program options in support of the CLS program at California State University, Channel Islands.
- 7) Determine the need/scope for discharge support (e.g., planners; at home; aides). Create and conduct own local survey.
- 8) Evaluate all programs with a focus on cultural awareness as it relates to the workforce in Ventura County
- 9) Establish a form of measurement that can accurately monitor the progress of the Healthcare Committee.

Ventura County Occupational Employment Data Growth Projections

HEALTHCARE

SOC Code*	Occupations	2013 Education and Training Level***	2010 VENTURA COUNTY Median Annual Wages**	2020 CALIFORNIA Employment Growth Projection	CALIFORNIA Average Annual Job Openings****	2020 VENTURA COUNTY Employment Growth Projection	VENTURA COUNTY Average Annual Job Replacement Openings	VENTURA COUNTY Average Annual Job Openings****	2010 CALIFORNIA Average Annual Employment	2010 VENTURA COUNTY Average Annual Employment
31-1011	Home Health Aides	Less Than H.S.	\$21,712	52.4	3,990	62.8	15	86	61,100	1,130
29-2051	Dietetic Technicians	H.S. Diploma	\$35,032	15.8	60	N/A	N/A	N/A	1,900	N/A
31-9799*	Healthcare Support Workers, All Other	H.S. Diploma	\$36,308	15.6	710	16.7	7	15	23,100	480
31-9093	Medical Equipment Preparers	H.S. Diploma	\$32,449	12.7	200	12.5	1	2	7,100	80
29-2081	Opticians, Dispensing	H.S. Diploma	\$37,615	17.7	240	30.0	4	10	6,200	200
31-9095	Pharmacy Aides	H.S. Diploma	\$24,158	32.1	380	N/A	N/A	N/A	8,100	N/A
29-2052	Pharmacy Technicians	H.S. Diploma	\$38,285	33.1	1,460	27.1	8	21	29,000	480
31-2022	Physical Therapist Aides	H.S. Diploma	\$26,165	29.7	300	50.0	4	15	6,400	240
31-1013	Psychiatric Aides	H.S. Diploma	\$26,444	19.2	70	N/A	N/A	N/A	2,600	N/A
31-9096	Veterinary Assistants and Laboratory Animal Caretakers	H.S. Diploma	\$25,173	1.2	130	N/A	N/A	N/A	8,100	N/A
31-9091	Dental Assistants	Vocational / OJT	\$35,516	12.1	1,450	24.5	20	43	43,700	940
29-2041	Emergency Medical Technicians and Paramedics	Vocational / OJT	\$31,578	42.1	990	30.4	4	12	15,900	230
29-2799	Health Technologists and Technicians, All Other	Vocational / OJT	\$41,211	25.3	680	28.1	6	15	15,000	320
29-2061	Licensed Practical and Licensed Vocational Nurses	Vocational / OJT	\$51,760	22.5	3,170	27.3	29	59	64,500	1,100
31-9011	Massage Therapists	Vocational / OJT	\$34,422	14.1	730	20.0	3	7	24,100	200
31-9092	Medical Assistants	Vocational / OJT	\$31,586	22.4	3,050	23.5	31	78	80,900	2,000
29-2071	Medical Records and Health Information Technicians	Vocational / OJT	\$37,923	19.0	680	13.3	6	10	17,400	300
31-9094	Medical Transcriptionists	Vocational / OJT	\$43,045	1.7	100	-20.0	1	1	6,000	50
31-1012	Nursing Aides, Orderlies, and Attendants	Vocational / OJT	\$27,898	22.5	3,880	17.9	20	49	109,500	1,560
29-2053	Psychiatric Technicians	Vocational / OJT	\$53,623	21.3	340	0.0	2	3	8,900	120
29-2055	Surgical Technologists	Vocational / OJT	\$50,710	14.6	290	8.3	2	3	8,900	120
29-2031	Cardiovascular Technologists and Technicians	Associate's Degree	\$57,631	25.0	150	N/A	N/A	N/A	3,600	N/A
29-2021	Dental Hygienists	Associate's Degree	\$96,317	17.1	750	30.2	13	32	19,900	630
29-2032	Diagnostic Medical Sonographers	Associate's Degree	\$83,540	37.7	280	N/A	N/A	N/A	5,300	N/A
19-4099	Life, Physical, and Social Science Technicians	Associate's Degree	\$46,349	14.1	440	6.3	2	36	7,800	950

Ventura County Occupational Employment Data Growth Projections

HEALTHCARE

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29-2012	Medical and Clinical Laboratory Technicians	Associate's Degree	\$40,799	14.8	580	0.0	2	2	16,900	120
29-2033	Nuclear Medicine Technologists	Associate's Degree	\$93,357	12.5	50	N/A	N/A	N/A	1,600	N/A
31-2011	Occupational Therapy Assistants	Associate's Degree	\$63,459	35.0	100	46.2	6	24	2,000	390
31-2021	Physical Therapist Assistants	Associate's Degree	\$58,643	30.4	210	40.0	2	6	4,600	100
29-1124	Radiation Therapists	Associate's Degree	\$95,808	12.5	50	N/A	N/A	N/A	1,600	N/A
29-2037	Radiologic Technologists and Technicians	Associate's Degree	\$69,409	23.8	680	21.1	6	14	17,200	380
29-1111	Registered Nurses	Associate's Degree	\$89,577	21.6	9,980	21.7	68	150	251,800	3,780
29-1126	Respiratory Therapists	Associate's Degree	\$70,318	26.1	630	19.0	4	8	14,200	210
29-2056	Veterinary Technologists and Technicians	Associate's Degree	\$34,876	31.0	410	N/A	N/A	N/A	8,400	N/A
29-9091	Athletic Trainers	Bachelor's Degree	\$45,972	30.0	60	N/A	N/A	N/A	1,000	N/A
19-4021	Biological Technicians	Bachelor's Degree	\$44,607	16.7	570	9.1	0	3	11,400	110
29-1031	Dietitians and Nutritionists	Bachelor's Degree	\$68,621	20.0	390	9.1	4	6	7,000	110
29-9799	Healthcare Practitioners and Technical Workers	Bachelor's Degree	\$67,897	19.3	450	25.0	4	7	8,300	120
29-2011	Medical and Clinical Laboratory Technologists	Bachelor's Degree	\$81,068	11.9	370	0.0	2	2	11,800	110
11-9111	Medical and Health Services Managers	Bachelor's Degree	\$101,695	18.7	1,210	19.6	12	22	27,800	510
21-1023	Mental Health and Substance Abuse Social Workers	Bachelor's Degree	\$44,668	17.9	440	25.0	5	10	10,600	200
19-1022	Microbiologists	Bachelor's Degree	\$77,332	22.2	160	N/A	N/A	N/A	3,600	N/A
29-9011	Occupational Health and Safety Specialists	Bachelor's Degree	\$80,890	14.3	310	7.7	5	6	6,300	130
29-1125	Recreational Therapists	Bachelor's Degree	\$60,879	10.0	50	N/A	N/A	N/A	1,000	N/A
11-9151	Social and Community Service Managers	Bachelor's Degree	\$64,750	20.5	660	15.7	11	19	15,600	510
19-3099	Social Scientists and Related Workers	Bachelor's Degree	\$78,465	22.5	260	N/A	N/A	N/A	4,000	N/A
21-1029	Social Workers	Bachelor's Degree	\$63,971	13.1	490	5.9	12	16	13,000	510
29-1199	Health Diagnosing and Treating Practitioners	Master's Degree	\$68,448	20.0	180	N/A	N/A	N/A	4,500	N/A
21-1022	Healthcare Social Workers	Master's Degree	\$60,777	31.0	690	26.5	14	17	12,600	340
29-1122	Occupational Therapists	Master's Degree	\$86,960	24.4	380	37.5	4	14	9,000	240

Ventura County Occupational Employment Data Growth Projections

HEALTHCARE

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29-1071	Physician Assistants	Master's Degree	\$95,207	25.3	380	25.0	2	4	8,300	80
19-3039	Psychologists	Master's Degree	\$101,402	11.8	70	N/A	N/A	N/A	1,700	N/A
29-1127	Speech-Language Pathologists	Master's Degree	\$84,861	13.9	380	22.9	7	15	11,500	350
29-1128	Therapists, All Other	Master's Degree	\$42,454	22.5	180	N/A	N/A	N/A	4,000	N/A
29-1061	Anesthesiologists	Doctoral Degree	N/A	17.2	220	N/A	N/A	N/A	5,800	N/A
29-1181	Audiologists	Doctoral Degree	\$74,231	20.0	40	N/A	N/A	N/A	1,500	N/A
19-1021	Biochemists and Biophysicists	Doctoral Degree	\$81,515	37.5	390	22.2	4	4	6,400	90
29-1011	Chiropractors	Doctoral Degree	\$66,731	5.1	100	25.0	2	4	3,900	80
29-1029	Dentists, All Other Specialists	Doctoral Degree	\$138,971	0.0	50	N/A	N/A	N/A	1,300	N/A
29-1021	Dentists, General	Doctoral Degree	\$134,204	4.1	580	15.4	8	12	17,000	260
29-1062	Family and General Practitioners	Doctoral Degree	\$167,470	22.0	510	N/A	N/A	N/A	12,300	N/A
29-1063	Internists, General	Doctoral Degree	\$186,395	20.5	340	N/A	N/A	N/A	8,300	N/A
19-1042	Medical Scientists, Except Epidemiologists	Doctoral Degree	\$83,430	41.4	1,320	N/A	N/A	N/A	27,800	N/A
29-1064	Obstetricians and Gynecologists	Doctoral Degree	N/A	21.9	130	N/A	N/A	N/A	3,200	N/A
29-1041	Optometrists	Doctoral Degree	\$91,913	17.1	220	26.7	5	9	4,100	150
29-1023	Orthodontists	Doctoral Degree	N/A	9.1	30	N/A	N/A	N/A	1,100	N/A
29-1065	Pediatricians, General	Doctoral Degree	\$162,286	19.7	250	N/A	N/A	N/A	6,100	N/A
29-1051	Pharmacists	Doctoral Degree	\$130,563	26.7	1,230	21.4	11	20	23,600	420
29-1123	Physical Therapists	Doctoral Degree	\$87,194	23.6	580	38.1	5	21	16,500	420
29-1069	Physicians and Surgeons, All Other	Doctoral Degree	>\$187,200	15.7	1,060	17.9	5	10	29,900	280
29-1081	Podiatrists	Doctoral Degree	\$112,513	0.0	30	N/A	N/A	N/A	1,100	N/A
29-1066	Psychiatrists	Doctoral Degree	N/A	14.6	170	N/A	N/A	N/A	4,800	N/A
29-1067	Surgeons	Doctoral Degree	N/A	19.3	220	N/A	N/A	N/A	5,700	N/A
29-1131	Veterinarians	Doctoral Degree	\$91,950	17.2	210	33.3	4	11	5,800	210

*2010 Standard Occupational Classifications and Occupational Information Network provided by the Department of Labor

**Median Annual Wages are the estimated 50th percentile of the distribution of wages; 50 percent of workers in an occupation earn wages below, and 50 percent earn wages above the median wage.
The wages are from 2010-1st quarter and do not include self-employed or unpaid family workers.

***Occupational training and education classifications were developed by the Bureau of Labor Statistics (BLS).

****Average Annual Job Openings includes new jobs and replacement needs.

Data Source: State of California Employment Development Department - Labor Market Info

Ventura County Occupational Employment Data Growth Projections
HEALTHCARE

		2013 Education and Training Level***	2010 VENTURA COUNTY Median Annual Wages**	2020 CALIFORNIA Employment Growth Projection	CALIFORNIA Average Annual Job Openings****	2020 VENTURA COUNTY Employment Growth Projection	VENTURA COUNTY Average Annual Job Replacement Openings	VENTURA COUNTY Average Annual Job Openings****	2010 CALIFORNIA Average Annual Employment	2010 VENTURA COUNTY Average Annual Employment
SOC Code*	Occupations									

Additional Information:

Living Wage in Ventura County as of December 2013 (California Budget Project)

\$34,109.00 Single Adult

\$79,549.00 Single-Parent Family*

\$64,203.00 Two-Parent Family* (one working)

\$85,713.00 Two-Working-Parent Family*

*All family types are assumed to have two children.

Current Employment Data

	2020 Growth Projection Data
	Top 20 In-Demand Occupations Identified by Living Wages & Employment Growth
	WIB Allied Health Committee: Critical, Hard-to-Fill Occupations/Resource Matrix (Sept. 2012)



HEALTHCARE WORK READINESS SKILLS CATEGORIES

Workforce Development Board of Ventura County

SAFETY	MATH CONCEPTS	EMPLOYABILITY SKILLS
<ul style="list-style-type: none">• General workplace safety• Lock-out/tag-out procedures• Worker safety• Equipment safety• Body mechanics• Safety data sheets• First aid/CPR/AED• Infection control (contact/ airborne)	<ul style="list-style-type: none">• Multiplication, division, addition, and subtraction• Combined operations of fractions and mixed numbers• Units of measurement• Mass and weight measurement• Measuring fluids• Ratios and proportions• Table of decimal equivalents and combined operations of decimals• Dimensional analysis	<ul style="list-style-type: none">• Basics of interviewing• Work ethic• Oral communication• Written communication• Time management• Task prioritization• Worker, supervisor, manager etiquette and protocol basics• Basic company policy understanding• Cultural awareness/inclusion• Interpersonal skills• Dress code/personal presentation• Teamwork/leadership• Willingness to learn• Critical thinking
LEGAL/ ETHICS	COMPUTER SKILLS	HEALTHCARE EQUIPMENT
<ul style="list-style-type: none">• HIPAA• Medical record documentation• Introduction to basic ethics• Customer service/people skills	<ul style="list-style-type: none">• Excel• Word• OS basics• Computer navigation• Computer security• File extension basics• Overview of e-medical records software programs• Social media	<ul style="list-style-type: none">• Blood pressure cuff• Vital signs monitor• Oxygen saturation monitor• Proper use of patient lift and transport equipment• Proper use of other medical equipment



WIB RESOURCE PLANNING WORKSHEET
Allied Health Workforce Development

JOB/OCCUPATION: CLINICAL LABORATORY SCIENTIST

KEY STEPS	DESCRIPTION	COST	AVAILABLE RESOURCES	NEEDED RESOURCES	POTENTIAL SOURCES
Awareness of Job/Career	Need a plan for middle school through college levels; may need help from Youth Council, Marketing Committee, education	TBD	Consider multiple means of outreach (e.g., social media; virtual tour of labs; flyers for students; academies; science teachers; nurses on waiting list; high school job fairs; Perkins Grant; Live Life with a Purpose)	Need a plan for communicating with potential students (K-adult): <ul style="list-style-type: none"> • Outreach strategy/materials • Ensure coordinated flow from community colleges to CSUCI • Tap current employees • Consider Cal Lutheran, CSUN, College of the Canyons 	WIB Educational institutions Hospitals Other businesses Unions Government agencies Youth programs
Training/Education	<u>Basic:</u> 4-year degree Plus 1 year of field experience	\$20,296 est. + <u>5,074</u> est. \$25,370 total	Scholarships Loans Grants (e.g., Pell) Employers Unions Tuition reimbursement	<ul style="list-style-type: none"> • Need funding for Ventura College Organic Chemistry \$23,000/class (1/year) • \$20,000 start-up equipment 	<ul style="list-style-type: none"> • Hospitals • Other businesses • Unions • Community college
	<u>Specialties/levels:</u> within hospitals	Varies	Hospitals Other businesses Unions	None	Not applicable
Background Check	Routine background screening	\$125-\$600	Hospitals	None	Not applicable
Physical/TB Test	Routine exam/test	\$600	Hospitals	None	Not applicable
Field Experience	1 year in clinical setting, plus evaluation	\$90,000 <i>Plus \$\$\$ for program management</i>	Hospital labs	<ul style="list-style-type: none"> • Need hospital certifications • Need CLS Field Program Manager: coordination, quality control, student accountability, evaluations 	<ul style="list-style-type: none"> • Hospitals • Hospitals • Other businesses • Unions • Universities



WIB RESOURCE PLANNING WORKSHEET
Allied Health Workforce Development

JOB/OCCUPATION: CLINICAL LABORATORY SCIENTIST

KEY STEPS	DESCRIPTION	COST	AVAILABLE RESOURCES	NEEDED RESOURCES	POTENTIAL SOURCES
Exam	California State Exam	\$300	Hospitals/unions, with conditions Some Employers willing to hire in different (training) classification and then will pay for test.	Scholarships for Fee Payment	WIB Educational institutions Hospitals Professional Organizations Unions Government agencies Youth programs
Internship through Hiring	1 year, pass the test, and hire		Hospitals: 3-year location commitment for financial support	None	Not applicable



WIB RESOURCE PLANNING WORKSHEET
Allied Health Workforce Development

JOB/OCCUPATION: CERTIFIED CODER

KEY STEPS	DESCRIPTION	COST	AVAILABLE RESOURCES	NEEDED RESOURCES	POTENTIAL SOURCES
Awareness of Job/Career	Need a plan for middle school through college levels; may need help from Youth Council, Marketing Committee, education	TBD	Consider multiple means of outreach (e.g., social media; virtual tour of labs; flyers for students; academies; science teachers; nurses on waiting list; high school job fairs; Perkins Grant; Live Life with a Purpose)	Need a plan for communicating with potential students (K-adult): <ul style="list-style-type: none"> • Outreach strategy/materials • Ensure coordinated flow from community colleges to CSUCI • Tap current employees • Consider Cal Lutheran, CSUN, College of the Canyons 	WIB Educational institutions Hospitals Other businesses Unions Government agencies Youth programs
Training/Education	Cert, AS in HIT or BS in RHIA - Possible certifications accepted: <u>RHIT</u> (Registered Health Information Technician) <u>CCA</u> (Certified Coding Associate) <u>RHIA</u> (Registered Health Information Administrator) In addition, completion of courses in medical terminology, anatomy and physiology and pathology Must also pass a departmental coding test at hire-Simi Valley	\$2,500 to \$10,000	Employers willing to pay for courses Scholarships Loans Grants (e.g., Pell) Vocational training subsidies	Additional Schools to offer courses More On-line options	Current Santa Barbara City College Loma Linda (On-Line) Potential Adult Education Community College
Background Check	Basic background screening	\$50 to 100	Hospitals Private Practices	None	N/A
Physical/TB Test	Routine exam/test	\$250 to \$600	Hospitals Private Practices	None	N/A
Field Experience	2 years of acute facility coding experience (ICD-9 coding, CPT-4, DRG and APC methodologies)	Will vary on where individual obtains experience. \$50,000 to \$150,000.	Hospitals	On-the-Job Training	Hospitals

Change in business needs: removed from priority list



WIB RESOURCE PLANNING WORKSHEET
Allied Health Workforce Development

JOB/OCCUPATION: CERTIFIED CODER

KEY STEPS	DESCRIPTION	COST	AVAILABLE RESOURCES	NEEDED RESOURCES	POTENTIAL SOURCES
Exam	<u>CCS</u> (Certified Coding Specialist) <u>RHIT</u> (Registered Health Information Technician) <u>RHIA</u> (Registered Health Information Administrator)	CCS - \$400 RHIT - \$300 RHIA - \$300	Some Employers willing to pay exam fees: Hospitals Rehab Centers Private Practice Nursing Homes	Scholarships for Fee Payment	WIB Educational institutions Hospitals Professional Organizations Unions Government agencies Youth programs
Internship through Hiring	Not at this time	N/A	Some Employers willing to hire in different (training) classification.	Hospitals	Hospitals

Change in business needs: removed from priority list



WIB RESOURCE PLANNING WORKSHEET
Allied Health Workforce Development

JOB/OCCUPATION: RADIOLOGY (X-RAY) TECH

KEY STEPS	DESCRIPTION	COST	AVAILABLE RESOURCES	NEEDED RESOURCES	POTENTIAL SOURCES
Awareness of Job/Career	Three year wait lists for school admissions	N/A	Consider multiple means of outreach (e.g., social media; virtual tour of labs; flyers for students; academies; science teachers; nurses on waiting list; high school job fairs; Perkins Grant; Live Life with a Purpose)	Need a plan for communicating with potential students (K-adult): <ul style="list-style-type: none"> • Outreach strategy/materials • Network within educational science community. 	WIB Educational institutions Hospitals Other businesses Unions Government agencies Youth programs Current Practitioners
Training/Education	High School diploma, 21 month Training (Min AA degree required as of Jan. 2015; 2080 hours from a State-approved program, community college or proprietary). Cross training into other modalities is required by all at Moorpark College	\$3,500 to \$5,000 based on increasing tuition costs, plus books and fees	Scholarships Loans Grants (e.g., Pell) Vocational training subsidies	Community Colleges: least expensive program but still requires 2 years to complete. Tech work beyond the basic Rad Tech requires OJT training	Current: Santa Barbara Community College (Also UT) Moorpark College CSUN – Mammo Cert Potential: Other Community Colleges: See attached list of AART (American Registry of Radiologic Technicians) - recognized programs
				Locations for clinical rotations/internships ASRT (American Society for Radiologic Technicians) offers courses to fulfill annual 24 unit CEU (Continuing Education Unit) requirement	
Background Check	Routine background screening Criminal records can make it difficult to qualify for exam.	\$50. To \$100	Training schools Hospitals Vocational subsidies	None	N/A
Physical/TB Test	Routine exam/test	\$250. To \$600	Hospitals Private practice	Vocational subsidies	N/A
Field Experience	Willing to accept new grads and have the ability to cross train them once licensed	Cost unknown. Could be up to \$100,000 per year, per student	Hospitals Private practice	None Agreements with hospitals to provide OJT Financial assistance to clients for OJT	N/A



WIB RESOURCE PLANNING WORKSHEET
Allied Health Workforce Development

JOB/OCCUPATION: RADIOLOGY (X-RAY) TECH

KEY STEPS	DESCRIPTION	COST	AVAILABLE RESOURCES	NEEDED RESOURCES	POTENTIAL SOURCES
Exam	CA (CDPH**)/National Test Flouroscopy Permit Exam for both state and national certification administered by ARRT	\$75 for CA cert \$75 for Flouro \$200+ for ARRT	Scholarships Loans Grants (e.g., Pell) Vocational training subsidies	Scholarships for Fee Payment	WIB Educational institutions Hospitals Professional Organizations Unions Government agencies Youth programs
Internship through Hiring	Can accept student rotations; currently doing so. Some hospital will hire in trainee capacity	Cost to hospital or practice to on the job training	Hospitals	Need tech to supervise each student	Additional Hospitals and outpatient imaging centers
<u>ADVANCED MODALITIES</u> MRI Tech CDPH X-Ray Tech certificate + On-the-Job Training (OJT: Radiologist qualifies) Computed Tomography Tech CDPH X-Ray Tech certificate + On-the-Job Training (OJT: Radiologist qualifies) Interventional Radiology Tech CDPH X-Ray Tech certificate + On-the-Job Training (OJT: Radiologist qualifies) Angiographic Tech CDPH X-Ray Tech certificate + On-the-Job Training (OJT: Radiologist qualifies) Cardiology Diagnostic Tech No X-Ray Tech certificate required <ul style="list-style-type: none">Does not require a 2-year program Ultrasound Tech No X-Ray Tech certificate required (2 VCMC incumbents do not have license) <ul style="list-style-type: none">Does not require a 2-year programARDMS (American Registry for Diagnostic Medical Sonography) offers optional specialty certifications in e.g. Vascular, Abdominal, ObstetricalDifficult-To-Recruit; specialized "image reading" skills learned on the job are difficult for some Techs to acquire Mammography Tech CDPHX-Ray Tech certificate + Mammography Tech CDPH** certificate Nuclear Medicine Tech CDPHX-Ray Tech certificate + Nuclear Medicine CDPH** certificate <ul style="list-style-type: none">Difficult-To-Recruit; specialized "image reading" skills learned on the job are difficult for some Techs to acquire ** CDPH: CA Dept of Public Health				Agreements with hospitals to provide OJT for advanced training Financial assistance to clients for OJT VCMC provides internship opportunities to SB City College students	



WIB RESOURCE PLANNING WORKSHEET
Allied Health Workforce Development

JOB/OCCUPATION: PHYSICAL THERAPIST

KEY STEPS	DESCRIPTION	COST	AVAILABLE RESOURCES	NEEDED RESOURCES	POTENTIAL SOURCES
Awareness of Job/Career	Need a plan for middle school through college levels; may need help from Youth Council, Marketing Committee, education	TBD	Consider multiple means of outreach (e.g., social media; virtual tour of labs; flyers for students; academies; science teachers; nurses on waiting list; high school job fairs; Perkins Grant; Live Life with a Purpose)	Need a plan for communicating with potential students (K-adult): <ul style="list-style-type: none"> • Outreach strategy/materials • Ensure coordinated flow from community colleges to CSUN, USC • Tap current employees 	WIB Educational institutions Hospitals Other businesses Unions Government agencies Youth programs Current PTs
Training/Education	Masters or Doctorate in Physical Therapy, Bachelor's degrees being phased out.	\$15,000-\$90,000 est. Health Insurance required to be maintained through out program	Scholarships Loans Grants (e.g., Pell) Veteran's Education Benefits	Funding Masters level. DPT will be offered by all schools offering PT degree by December 2015. Programs admit on average only 20% of qualified applicants. Need more open spots.	Current: CSU – Northridge USC Asuza Pacific Mount St. Mary's Potential: CSU – Channel Islands
Background Check	Routine background screening	\$50. to \$100	Hospital Private Practices	None	N/A
Physical/TB Test	Routine exam/test	\$250 to \$600	Hospital Private Practices	None	N/A
Field Experience	New grad accepted, experience preferred	Will vary based on facility	Hospitals Rehab Centers Private Practice Home Care	None	N/A
Exam	National Physical Therapy Exam (NPTE) California Law Exam (CLE)	\$370 \$50	Some Employers willing to pay exam fees: Hospitals Rehab Centers Private Practice Nursing Homes	Scholarships for Fee Payment	WIB Educational institutions Hospitals Professional Organizations Unions Government agencies Youth programs



WIB RESOURCE PLANNING WORKSHEET
Allied Health Workforce Development

JOB/OCCUPATION: PHYSICAL THERAPIST

KEY STEPS	DESCRIPTION	COST	AVAILABLE RESOURCES	NEEDED RESOURCES	POTENTIAL SOURCES
Internship through Hiring	Will hire exam eligible; must pass exam to keep position. Will do unpaid internships 3-4 months	Will vary based on facility	Hospitals Rehab Centers Private Practice Home Care	None	N/A



WIB RESOURCE PLANNING WORKSHEET
Allied Health Workforce Development

JOB/OCCUPATION: OCCUPATIONAL THERAPIST

KEY STEPS	DESCRIPTION	COST	AVAILABLE RESOURCES	NEEDED RESOURCES	POTENTIAL SOURCES
Awareness of Job/Career	Need a plan for middle school through college levels; may need help from Youth Council, Marketing Committee, education	TBD	Consider multiple means of outreach (e.g., social media; virtual tour of labs; flyers for students; academies; science teachers; nurses on waiting list; high school job fairs; Perkins Grant; Live Life with a Purpose)	Need a plan for communicating with potential students (K-adult): <ul style="list-style-type: none"> • Outreach strategy/materials • Ensure coordinated flow from community colleges to schools • Tap current employees 	WIB Educational institutions Hospitals Other businesses Unions Government agencies Youth programs
Training/Education	Master's or Doctorate in Occupational Therapy	Up to \$120,000.00 (USC)	Scholarships Loans Grants (e.g., Pell)	Master's programs at existing Colleges with PT programs such as CSUN	CSU Channel Islands UCSB CSUN
Background Check	Routine background screening	\$50 to \$100	Hospitals Clinics Private Practice Schools – Internship programs	None	N/A
Physical/TB Test	Routine exam/test	\$250 - \$600	Hospitals Clinics Private Practice Schools – Internship programs	None	N/A
Field Experience	New grad accepted	Will vary based on facility	Hospitals Rehab Centers Private Practice Nursing Homes	None	N/A
Exam	NBCOT Exam CA license fee	\$540 \$ 75	Some Employers willing to pay exam fees: Hospitals Rehab Centers Private Practice Nursing Homes	Scholarships for Fee Payment	WIB Educational institutions Hospitals Professional Organizations Unions Government agencies Youth programs



WIB RESOURCE PLANNING WORKSHEET
Allied Health Workforce Development

JOB/OCCUPATION: OCCUPATIONAL THERAPIST

KEY STEPS	DESCRIPTION	COST	AVAILABLE RESOURCES	NEEDED RESOURCES	POTENTIAL SOURCES
Internship through Hiring	Will hire exam eligible; must pass exam to keep position. Will do unpaid internships 3-4 months	Will vary based on facility	Hospitals Rehab Centers Private Practice Nursing Homes	None	N/A



WIB RESOURCE PLANNING WORKSHEET
Allied Health Workforce Development

JOB/OCCUPATION: SPEECH THERAPIST

KEY STEPS	DESCRIPTION	COST	AVAILABLE RESOURCES	NEEDED RESOURCES	POTENTIAL SOURCES
Awareness of Job/Career	Need a plan for middle school through college levels; may need help from Youth Council, Marketing Committee, education	TBD	Consider multiple means of outreach (e.g., social media; virtual tour of labs; flyers for students; academies; science teachers; nurses on waiting list; high school job fairs; Perkins Grant; Live Life with a Purpose)	Need a plan for communicating with potential students (K-adult): <ul style="list-style-type: none"> • Outreach strategy/materials • Ensure coordinated flow from community colleges to schools • Tap current employees 	WIB Educational institutions Hospitals Other businesses Unions Government agencies Youth programs
Training/Education	Master's degree in Speech/Language Pathology, In addition, completion of Master's level course and clinical work in communication, cognition and swallow disorders	\$35,000 to \$60,000 depending on whether a BA is already possessed. (CSUN)	Scholarships Loans Grants (e.g., Pell)	Need Additional Programs	Current CSUN Potential ???????
Background Check	Routine background screening	\$50 to \$100	Hospitals Clinics Private Practice Schools – Internship programs	None	N/A
Physical/TB Test	Routine exam/test	\$250 - \$600	Hospitals Clinics Private Practice Schools – Internship programs	None	N/A
Field Experience	Will accept CFY year; will hire newly licensed	Will vary based on facility	Hospitals Rehab Centers Private Practice Nursing Homes	None	N/A



WIB RESOURCE PLANNING WORKSHEET
Allied Health Workforce Development

JOB/OCCUPATION: SPEECH THERAPIST

KEY STEPS	DESCRIPTION	COST	AVAILABLE RESOURCES	NEEDED RESOURCES	POTENTIAL SOURCES
Exam	Praxis Exam in Speech Language Pathology , CA License	\$455 to 511 \$25	Some Employers willing to pay exam fees: Hospitals Rehab Centers Private Practice Nursing Homes	Scholarships for Fee Payment	WIB Educational institutions Hospitals Professional Organizations Unions Government agencies Youth programs
Internship through Hiring	Some employers will hire for 9-month clinical fellowship year (CFY). Also, may do unpaid internships.	Will vary based on facility	Hospitals Rehab Centers Private Practice Nursing Homes	None	N/A

About the Healthcare Case Manager Pathway Project

Local healthcare providers, including hospitals, clinics, long-term care facilities and provider networks, indicate significant growth in the demand for services as more and more Californians gain access to healthcare coverage under the Affordable Care Act. With the increase in the number of individuals receiving care, Case Managers are playing an increasingly important role in the delivery of quality and efficient care.

The increased need for case management has created a growing demand for well-trained and qualified Case Managers across hospitals, clinics, continuum of care facilities, rehabilitation centers, and hospices. To respond to this growing need for qualified Case Managers, local workforce boards and community colleges across the LA region have worked in coordination with healthcare industry partners to form the LA Regional Collaborative. The goal of the Collaborative is to develop training strategies and resources to address the need for case management and care coordination skills within the healthcare workforce.

As part of a coordinated healthcare team, Case Managers develop and monitor care plans, coordinate care provided by multiple practitioners, and facilitate communication among the patient and/or family, the doctors providing care, the hospitals and care facilities, and the insurance provider.

The Collaborative has received initial planning funds for the Healthcare Case Manager Career Pathway Project. Our planning phase will be completed in November 2015 at which time we will submit for the next level of funding targeted at \$1 million to develop curriculum to train healthcare workers across the LA Region.

Workforce Investment Board and Community College Partners

Workforce Investment Boards (WIBs) have a long and successful history of working collaboratively with community colleges to meet industry needs for a skilled and agile workforce in the region. WIBs are federally funded under the Workforce Innovation and Opportunity Act (and formerly under the Workforce Investment Act). WIBs are committed to building and maintaining a comprehensive regional workforce development system that is sector-focused, business-responsive and fosters the development and delivery of training and services along career pathways that bridge the gap between workforce skills and the needs of the local economy.





South Central Coast Regional Consortium

Deputy Sector Navigator Initiatives

Health & Information and Communication Technologies & Digital Media

September 2, 2015

Dear Valued Employer/ Industry Partner

The DSN for Health and Information and Communication Technologies & Digital Media (ICT/DM) would like to solicit your assistance in seeking qualified individuals to participate on a DACUM (occupational/job analysis) panel Friday, January 29, and Saturday, January 30, 2016 in the city of Ventura. This two-day panel will provide much needed profile information on the current entry level positions in the “Healthcare Information Technology” fields. We are seeking individuals that would fit the following profile for this DACUM.

- Entry level
- IT employee merging into healthcare information technology
 - Help desk
 - Computer service technician assistant
- Health employee merging into the information technology
 - Medical assistant
 - Unit clerk/ monitor tech
 - Certified nurse assistant
- The employee should have worked in this new area for six month to a year and may have had on-the-job training or some technical training of new skill sets for the position

Our goal is to produce a complete occupational/job analysis for this entry level position. This DACUM will serve as a valuable document to provide industry feedback to faculty developing curriculum for our “Healthcare Information Technology Statewide Training Model”.

We will be providing lodging at the Crowne Plaza Hotel in Ventura for two nights, (two meals daily) and a \$250 stipend for each of the employees that our team chooses to participate. All participants need to plan to stay for the entire two-days to complete the DACUM process, and develop a valuable document. Each of the employees will also have their names listed on the DACUM as panelist that will be distributed statewide and placed on the Healthcare Workforce Initiative website.

We hope that your employees or those you know in the industry of healthcare Information Technology can participate in this one time activity. Please send your recommendations for participation by October 10th, with a short bio (job title, length in position, IT or Health background) to John Cordova, DSN Health at john.cordova@canyons.edu or questions please call (562) 505-4409. We thank you for your support and look forward to hearing back from you.

Paula Hodge
DSN, ICT/DM

John Cordova
DSN, Health



South Central Coast Regional Consortium
Deputy Sector Navigator Initiatives
Health & Information and Communication Technologies & Digital Media

What is a DACUM?

DACUM (Developing a Curriculum) is an innovative approach to It has proven to be a very effective method of quickly determining, at relatively low cost, the competencies or tasks that must be performed by persons employed in a given job or occupational area. Deceptively simple, DACUM can produce a complete occupational analysis in just two days with 7 - 10 panel members who actually perform or have direct involvement with the occupation. It is recommended that panelists are workers, not supervisors or educators.

The resulting job profile, which must be reached by consensus among all participants, consists of:

- A ranked and prioritized flowchart of tasks that successful workers in that occupation perform
- The knowledge, skills, and characteristics needed to perform those tasks
- A list of equipment, supplies, and materials used in that occupation
- Future trends and concerns
- A list of panel members and participating companies/organizations

Benefits to participating organizations include:

- Panel members network with other individuals performing the same job at various organizations
- Panel members experience the extremely efficient DACUM job-profiling process
- Organizations may use this opportunity to reward and motivate an exceptional employee
- Organizations use created job profiles for hiring, performance appraisal, in-house training curriculum, competency lists, and job descriptions. It may take weeks for a company to produce such profiles internally. An accurate job profile avoids costly hiring mistakes by ensuring that potential new hires have the skills needed to perform the job.
- Organizations use completed profile listing their participation for recruitment and promotional purposes
- Organizations receive statewide/national recognition when job profiles are published, distributed, and presented at educational conferences.
- Good will garnered from providing community service.



South Central Coast Regional Consortium
Deputy Sector Navigator Initiatives
Health & Information and Communication Technologies & Digital Media
Expert Worker Selection Criteria

One of the most important tasks associated with the DACUM workshop is selecting panel members. A panel is normally made up of 5-8 persons. Individual members selected as panelists should possess several important qualifications. Experience suggests the following criteria should guide the selection process:

1. **Technical Competence.** Individuals selected should be highly skilled in their job and should be aware of current developments and needs in the field. Many years of employment does **not** necessarily qualify a person as a competent DACUM panel member. Generally, the immediate supervisor or peers of the worker(s) can recommend the most technically competent individuals.
2. **Full-Time Employment.** Individuals selected should be **currently** employed in the occupation on a full-time basis. This helps ensure their knowledge of and familiarity with all the aspects of the job. Some may be supervisors, as long as they are directly supervising the workers whose job(s) are being analyzed. Supervisors who have had recent practitioner-level experience in the job can provide useful insights into the job being analyzed and add a “reality check” to the process. However, no more than 20 percent of the panel should be supervisors.
3. **Occupational Representativeness.** To the maximum extent possible, the make-up of the panel should reflect the actual employment situation for the job being analyzed. If the job to be analyzed is diversified in terms of workers’ specifications, the panel members must be selected to reflect those specifications (e.g., gender, race).
4. **Effective Communicator.** To be effective contributors, panel members should be reasonably articulate in order to explain what they do in a precise and accurate way. Because the DACUM workshop involves brainstorming and consensus seeking, panel members must also be able to listen respectfully to the views of others and participate effectively in small-group discussions.
5. **Team Player.** Panel members should be able to interact without dominating or being dominated and should not overreact to criticism or to having their contributions analyzed or reorganized. Ideally, each panel member selected should want to participate in the process. This excludes individuals who are “sent” without explanation or are simply assigned by their supervisor to “fill a seat” on the panel.
6. **Full-Time Commitment.** All panel members should be able to devote full-time to the DACUM workshop for the required period of time. It is important to stress being on time for all sessions, because individuals who are late or are part-time will miss some of the orientation or group discussion and may seriously disrupt the workshop.
7. **Freedom From Bias.** Panel members must be open-minded and free of biases related to the nature of the job and various elements of associated training. This is the primary reason why instructors should **not** be panel members. Instructors may try to influence the panel’s contributions and thus adversely affect the process and how the information is shared. Instructors should be encouraged to attend the workshop as observers and as hosts to the event.

2015 MEN In Nursing Conference

***"Strong Minds, Healing Hands,
and Compassionate Hearts"***

Friday, Nov. 13, 2015

9am to 4:30pm

Reception 5:30 to 7:30pm

Friday Keynote:

Dr. Brent MacWilliams, Ph.D.,
ANP-BC Assistant Professor Accel
Leadership Team at University of
Wisconsin Oshkosh



Conference Registration Link!

<http://tinyurl.com/MIN2K16FullConf>

Saturday, Nov. 14, 2015

9am to 2:30pm

Saturday Keynote:

Mr. Lavoy Bray, MEd, BSN, RN-BC
Deputy Director- Psychiatric Nursing
Joint Task Force Walter Reed National
Military Medical Center V.P. for the
American Assembly for Men in Nursing



This two-day conference is geared for all levels of nursing and will foster networks with students of nursing and professional nurses' engagement in mentoring, professional development, and discussion to influence gender equity and diversity in the nursing profession. Sessions will include both general and break-out sessions geared to the student and the professional nurse, with keynote speakers from varied areas of professional work environments and presenters from both local and state educational institutions, associations and governmental agencies. Continuing education units will be awarded for attendance.

**Host Hotel: Wyndham
Anaheim Garden Grove**



Your Hotel Reservation Link!

<https://resweb.passkey.com/go/meninnursing2015>

Call Toll Free: 877-999-3223

Mention Group Name: Men in Nursing Conference 2015



The National Association of EMS Educators EMS Instructor Course Level 1

October 2-4, 2015

In Partnership with
Ventura College – Ventura, CA

Course Hours - 8 AM – 5:00 PM each day

General Information

The National EMS Instructor Course, has been designed and developed in accordance with the DOT/NHTSA 2002 National Guidelines for Educating EMS Instructors & the National Education Standards. The course represents the didactic component and practical application of the educational process for EMS Educators. The content of this course aligns the NAEMSE developed modules with a basic introduction of concepts for all levels of experience as an EMS Educator. Enrollment will be limited to 50 participants. Individuals who attend the entire course and pass the post test will receive a Certificate of Course Completion from NAEMSE with CEU's which is accredited by the Continuing Education Coordinating Board for Emergency Medical Services (CECBEMS).

COURSE REQUIREMENTS:

A portion of the course will be conducted online and includes educational material pertinent to the successful completion of the course

☐ Check here that you understand course requirements.

Course Cost

\$295 for NAEMSE Members
\$395 for Non-NAEMSE Members

Course Location

Ventura College
Guthrie Hall
4667 Telegraph Road
Ventura, CA 93003

Lodging

Country Inn & Suites
298 Chestnut Street
Ventura, CA 93001

REGISTRATION

First Name Last Name NAEMSE Member#

Title Company

Address - check here if this is a home address ☐

City, State Zip

Phone Fax Email

\$295 for NAEMSE Members

\$395 for Non-Members*

\$ Total Fees Enclosed =

Payments accepted by Visa, MasterCard, American Express, Check or Purchase Order.

***Payment must be received no later than 2 weeks prior to the course.**

Make checks payable to NAEMSE and mail to 250 Mt. Lebanon Blvd. Ste. 209 Pittsburgh, PA 15234 - Phone: 412-343-4775 - Fax: 412-343-4770

Credit card number needed to guarantee registration unless Check or PO accompanies registration form.

Credit Card Number:

Credit Card Type: [] Visa [] MasterCard [] AmEx Expiration Date: Security Code (back of card):

LICENSE INFORMATION IS REQUIRED TO RECEIVE CEU's FOR COURSE

License # License State License Expiration

License Type NREMT # (if applicable) NREMT ReReg

Cancellation Policy:

2 Weeks (14 days) prior to course date: No refund will be issued but registration payment can be held for another course within a one year period. An additional fee of \$50 will be assessed for re-registration.

Send cancellation notifications to naemse@naemse.org within the time periods noted above.

☐ Check here to indicate that I understand this cancellation policy.



STRATEGIES TO INSPIRE HEALTHY WORKPLACES

This interactive and highly engaging workshop describes the scope and impact of incivility and provides practical, ready-to-use strategies to foster a civil, professional environment by providing strategies for transformational change and detailing a clear pathway for achieving results.



**Dr. Cindy Clark,
PhD, RN, ANEF, FAAN**

AVAILABLE AT THE FOLLOWING DAYS/LOCATIONS:

Class times for all events are 9am - 3pm

**October 6 – San Diego
October 7 – Ontario**

**October 8 – Ventura
October 9 – Clovis/Fresno**

CLICK HERE TO REGISTER

Registration deadline is 9/30/15

1

The “State of the Science” regarding civility and incivility in workplaces.

2

Discuss the impact of workplace incivility on individuals, teams, and organizations.

3

Apply a variety of evidence-based strategies to promote civil, healthy workplaces.

Topics

1. Background and definitions
2. Incivility and Civility in Context
3. Stressors in Nursing and Allied Health Education
4. Impact of Incivility on the Individual and Organization
5. Elements of Healthy Workplaces
6. Clark Healthy Workplace Inventory©
7. Effective and Supportive Leadership Styles
8. Emotional Intelligence and its Relationship to Civility
9. Clark Workplace Civility Index©
10. Positive Role Modeling and Mentoring
11. Alignment of Personal and Organizational Values
12. 8-Step Pathway for Fostering Organizational Civility

\$75 registration fee

Provider approved by the California Board of Registered Nursing
Provider Number 12073 for 6 contact hours

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