

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
 STATE OF NEW HAMPSHIRE
 DIVISION OF HEALTH PROFESSIONS
 121 South Fruit Street, Suite 102
 Concord, N.H. 03301-2412

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NEW HAMPSHIRE BOARD OF NURSING PROGRAM ANNUAL REPORT: 2018
School Year 2017 to 2018

DIRECTIONS:

Please complete and return this form to the Board office on or before October 1st, 2018.

College Website:

Please include a copy of the most recent audited financial report and the current approved nursing program budget.

I. PROGRAM DEMOGRAPHICS

PROGRAM:	Nashua Community College
ADDRESS:	505 Amherst St Nashua, NH 03063
PROGRAM DIRECTOR/CHAIR:	Carole Boutin DNP MS RN CNE
TYPE OF PROGRAM:	<input type="checkbox"/> DEMN <input type="checkbox"/> LPN to Registered Nurse <input type="checkbox"/> Baccalaureate <input checked="" type="checkbox"/> Associate: <input checked="" type="checkbox"/> Registered Nurse <input type="checkbox"/> Diploma: <input type="checkbox"/> Practical Nurse
TELEPHONE NUMBER:	882-6923 Ext 1595
FAX NUMBER:	(603) 882-8690
E-MAIL ADDRESS:	cboutin@ccsnh.edu

II. APPROVAL AND ACCREDITATION

AGENCY/ORGANIZATION	LAST REVIEW DATE	NEXT REVIEW DATE	APPROVAL STATUS (DATES)			DENIED
			Initial	Full	Conditional	
NH BOARD OF NURSING	May 2011	Spring 2020		May 15, 2008		
NEW ENGLAND ASSOCIATION OF SCHOOLS & COLLEGES, INC.	April 2008	Spring 2018		1973		
ACCREDITATION COMMISSION FOR EDUCATION IN NURSING (formerly NLNAC)	Spring 2012	Spring 2020	2007	Spring 2012	October 2014 follow up report accepted on March 12, 2015	
NEW ENGLAND ASSOCIATION OF SCHOOLS & COLLEGES: HIGHER EDUCATION COMMISSION	April 2018	Spring 2028		2003		
COLLEGIATE COMMISSION ON NURSING EDUCATION	N/A	N/A	N/A	N/A	N/A	N/A
OTHER: (Specify)	N/A	N/A	N/A	N/A	N/A	N/A

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Current Year to Date 2018</u>
Program NCLEX Scores	100%	80.95%	87.50%	100%
National NCLEX Bench Mark	84.5%	84.56%	87.11%	89.54%

III. APPLICANT/STUDENT DATA

<u>PROGRAM PERFORMANCE DATA</u>	GRADUATING CLASS(S) OF 2018	GRADUATING CLASS (S) OF 2019	GRADUATING CLASS (S) OF 2020	GRADUATING CLASS (S) OF 2021	GRADUATING CLASS (S) OF 2022
A: TOTAL NUMBER OF APPLICATIONS RECEIVED	155	128	158		
B: TOTAL NUMBER OF QUALIFIED APPLICATIONS RECEIVED	39	26	52		
C: TOTAL NUMBER OF QUALIFIED APPLICANTS NOT ADMITTED	19	11	38		
D: TOTAL NUMBER ADMITTED TO FIRST YEAR CLASS	20	15- 1 student suspended in spring semester of 2017	14 (+ 1 admitted a year ago for this class =15)		
E: NUMBER ENROLLED AND IN ATTENDANCE THE FIRST DAY OF NURSING PROGRAM	20 + 2 LPNs <u>+ 1 transfer</u> 23	14	15		
F: NUMBER OF STUDENTS GRADUATING FROM CATEGORY "E" WITH ON-TIME GRADUATION	17/23 from original cohort-				
G: RETENTION RATE OF ORIGINAL COHORT ** Numbers and Percentage	17/23=74%				
H: NUMBER OF STUDENTS NOT IDENTIFIED IN "E" WHO GRADUATE	3-re-admits				
I: NUMBER OF TOTAL PROGRAM GRADUATES	20				
J: NUMBER OF STUDENTS THAT WITHDREW FROM PROGRAM	3				
K: NUMBER OF STUDENTS FAILED PROGRAM – PROVIDE WHICH CLASS FAILED	3 failed- 140- (1was a readmit from class of 2017 who failed a second time) 1 failed -220				

KEY

<i>CLASS:</i>	Those students grouped by a specific designated year of graduation/program completion.
<i>A.APPLICATION:</i>	Total number of applications received
<i>B.QUALIFIED</i>	Meeting the proper standards and requirements for admission to the program.
<i>E.ENROLLED</i>	Registered students and in attendance on the first day of the nursing program.
<i>G.RETENTION:**</i>	Those students, grouped by class year, who have successfully completed the academic program within the time prescribed by the nursing program's curriculum design ("F" divided by "E"= G)

H. STUDENTS NOT IDENTIFIED IN "E" WHO GRADUATE:

Any student who joins the existing class: re-admits,/repeaters, transfers (from outside of academic institution), LPN-RN Advancement

I. Total program graduates:

Row "F" & "H" = "I"

IV. NURSING FACULTY DATA FACULTY RESPONSIBILITIES
(LIST AVERAGE WEEKLY ACTIVITIES, IN PERCENTAGES, FOR A FULL TIME FACULTY MEMBER)

ACADEMIC YEAR: <u>2017</u> to <u>2018</u> (ACTUAL)			
FULL TIME FACULTY (EXCLUDING PROGRAM ADMINISTRATOR)			
	FALL	SPRING	SUMMER
ADVISING	5%	5%	N/A
CLASSROOM	28%	28%	N/A
NURSING COMMITTEES	10%	10%	N/A
NON-NURSING COMMITTEES	2%	2%	N/A
LABORATORY / CLINICAL	50%	50%	N/A
OTHER DUTIES	5%	5%	N/A

FACULTY LISTING						
TOTAL NUMBER OF FULL TIME: <u>6 including the chair</u>			TOTAL NUMBER OF PART TIME			
/ADJUNCT: <u>0</u>						
NAME	RANK AND TITLE	HIGHEST DEGREE	SPECIALTY AREA/FOCUS	EMPLOYMENT STATUS	Work load in terms of hours and weeks	BOARD APPROVAL STATUS
Carole Boutin DNP MS RN CNE	Chair and Professor of Nursing	DNP	Fundamentals Nursing Education Operating Room Med Surg I	<input checked="" type="checkbox"/> FULL-TIME <input type="checkbox"/> PART TIME <input type="checkbox"/> ADJUNCT		<input checked="" type="checkbox"/> FULL <input type="checkbox"/> TEMP
Lisa Gray	Professor of Nursing	MSN	Maternal-Child Med Surg	<input checked="" type="checkbox"/> FULL-TIME <input type="checkbox"/> PART TIME <input type="checkbox"/> ADJUNCT		<input checked="" type="checkbox"/> FULL <input type="checkbox"/> TEMP
Terry Williams MS	Lab Professor	MS	Gerontology Simulation	<input checked="" type="checkbox"/> FULL-TIME <input type="checkbox"/> PART TIME <input type="checkbox"/> ADJUNCT		<input checked="" type="checkbox"/> FULL <input type="checkbox"/> TEMP
Jennifer O'Neill	Professor of Nursing	MS	Critical Care	<input checked="" type="checkbox"/> FULL-TIME <input type="checkbox"/> PART TIME <input type="checkbox"/> ADJUNCT		<input checked="" type="checkbox"/> FULL <input type="checkbox"/> TEMP
Tyler Waite	Professor of Nursing	MS	Pediatrics	<input checked="" type="checkbox"/> FULL-TIME <input type="checkbox"/> PART TIME <input type="checkbox"/> ADJUNCT		<input checked="" type="checkbox"/> FULL <input type="checkbox"/> TEMP

Mary Heinzl	Professor of Nursing	MS	Maternal-Child Med-Surg	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	FULL-TIME PART TIME ADJUNCT		<input type="checkbox"/> <input type="checkbox"/>	FULL TEMP
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FACULTY LISTING

NAME	RANK AND TITLE	HIGHEST DEGREE	SPECIALTY AREA/FOCUS	EMPLOYMENT STATUS	Work load in terms of hours and weeks	BOARD APPROVAL STATUS
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FACULTY LISTING						
NAME	RANK AND TITLE	HIGHEST DEGREE	SPECIALTY AREA/FOCUS	EMPLOYMENT STATUS	Work load in terms of hours per week	BOARD APPROVAL STATUS
				<input type="checkbox"/> FULL-TIME <input type="checkbox"/> PART TIME <input type="checkbox"/> ADJUNCT		<input type="checkbox"/> FULL <input type="checkbox"/> TEMP
				<input type="checkbox"/> FULL-TIME <input type="checkbox"/> PART TIME <input type="checkbox"/> ADJUNCT		<input type="checkbox"/> FULL <input type="checkbox"/> TEMP
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				<input type="checkbox"/> FULL-TIME <input type="checkbox"/> PART TIME <input type="checkbox"/> ADJUNCT		<input type="checkbox"/> FULL <input type="checkbox"/> TEMP

BUDGETED FULL TIME FACULTY POSITIONS: 6 including administrator

NUMBER OF UNFILLED BUDGETED FULL TIME POSITIONS: 0

RATIO OF FULL TIME TO PART TIME/ADJUNCT FACULTY: 6:0

Pursuant to Nur 602.04 (e):

Attach: Current catalogue and program policies that accurately depict the nursing programs actually offered during the program year

The name and address of the sponsoring institution official:

Lucille Jordan-President

505 Amherst St.

Nashua, NH 03063

Attach: The program director's responsibilities in terms of teaching, administration and student guidance.

ACADEMIC YEAR: 2017 to 2018 (ACTUAL)			
Chair/Director Responsibilities			
	FALL	SPRING	SUMMER
ADVISING	5%	5%	N/A
CLASSROOM	20%	20%	N/A
NURSING COMMITTEES	20%	20%	N/A
NON-NURSING COMMITTEES	10%	10%	N/A
LABORATORY / CLINICAL	5%	5%	N/A
OTHER DUTIES	40%	40%	N/A

Attach: Current curricular plan and anticipated curricular or program changes

Attach: The number of applications, enrollments, transfers, dismissals, failures, and graduates, by year for the previous 5 years

Attach: Program budget data along with a copy of:

- a. The sponsoring institution's most recent fiscal audit of receipts and expenditures relating to the program,
- b. Opinion letters of the auditors; and
- c. Management's response to audit findings

V. PROGRAM OVERVIEW

1. Briefly summarize activities and achievements, to date, 9/13/18, relating to the program.

NCLEX Pass Rate 100%

Completion Rate 85%

Job Rate 95% up to 9/13/18

Alumni group in development on Linked In

3 faculty went to ACEN self-study conference

1 faculty went to Annual Educators Conference

1 faculty went to a Mountain Measurement Conference regarding how to read and interpret NCLEX Program Reports

1 faculty took 2/4 courses in simulation to start preparing for certification in simulation

Faculty viewed webinars on Nurse Tim related to test creation and analysis

ANNUAL GOALS

(Describe concrete items, time framed, with measurable outcomes)

1. Maintain accreditation of the nursing program by the Accreditation Commission for Education in Nursing and approval by the New Hampshire Board of Nursing for 2020
 - Begin preparing for 2020 visit in fall of 2018 by starting the written self-study
 - All faculty reviewing their assigned standards and keep data current
 - Monthly meetings to progress in the process of preparing for the visit in 2020
2. Increase size of incoming class to the max of 24 students for the fall of 2019.
 - Assist admissions with recruiting students who can meet the admission standards through open house, visiting high schools, and perhaps focused recruitment of LNA's and LPN's at long term care/ assisted living facilities
 - Assist admissions in nursing information sessions
3. Improve test creation point biserials to be above + 1 or higher on midterms and finals by the end of the academic year 2018-2019.
 - All faculty continue to review Nurse Tim webinars on test creation
4. Blueprint midterms and finals for all courses in the 2018-2019 academic year.
 - All faculty view blueprinting webinar on Nurse Tim
 - Review current blueprint template and update with approval of all faculty

2. Indicate programmatic and curricular changes that may potentially increase or decrease student and/or faculty populations. Include any current or planned nursing program, distance education options (instruction offered by any means where the student and faculty are in separate physical locations).

There are no program or curricular changes that may potentially increase or decrease student and/or faculty populations at this time.

VI. RESOURCES

1. **Indicate adequacy of physical, fiscal, and human resources to meet program goals and student learning outcomes. (NUR 602.03)**

2 **Do you use another state for pre-licensure clinical experiences? No _____**
If Yes: please list in which states they are located.

Adequacy of Physical Resources

Physical resources are adequate to meet program goals and student learning outcomes. We have a classroom and state of the art lab that also contains a classroom, that was built in 2010. The main part of the lab has 8 beds with 8 annies, a nursing station, and 2 -3g's in separate training rooms. The lab equipment has recording capabilities that can be shown back to the students in the classroom area. The lab is fully equipped with a pixus, crash cart, IV pumps, feeding pumps and supplies necessary for students to master skills and critical thinking. The lab professor has a closed door office in the lab.

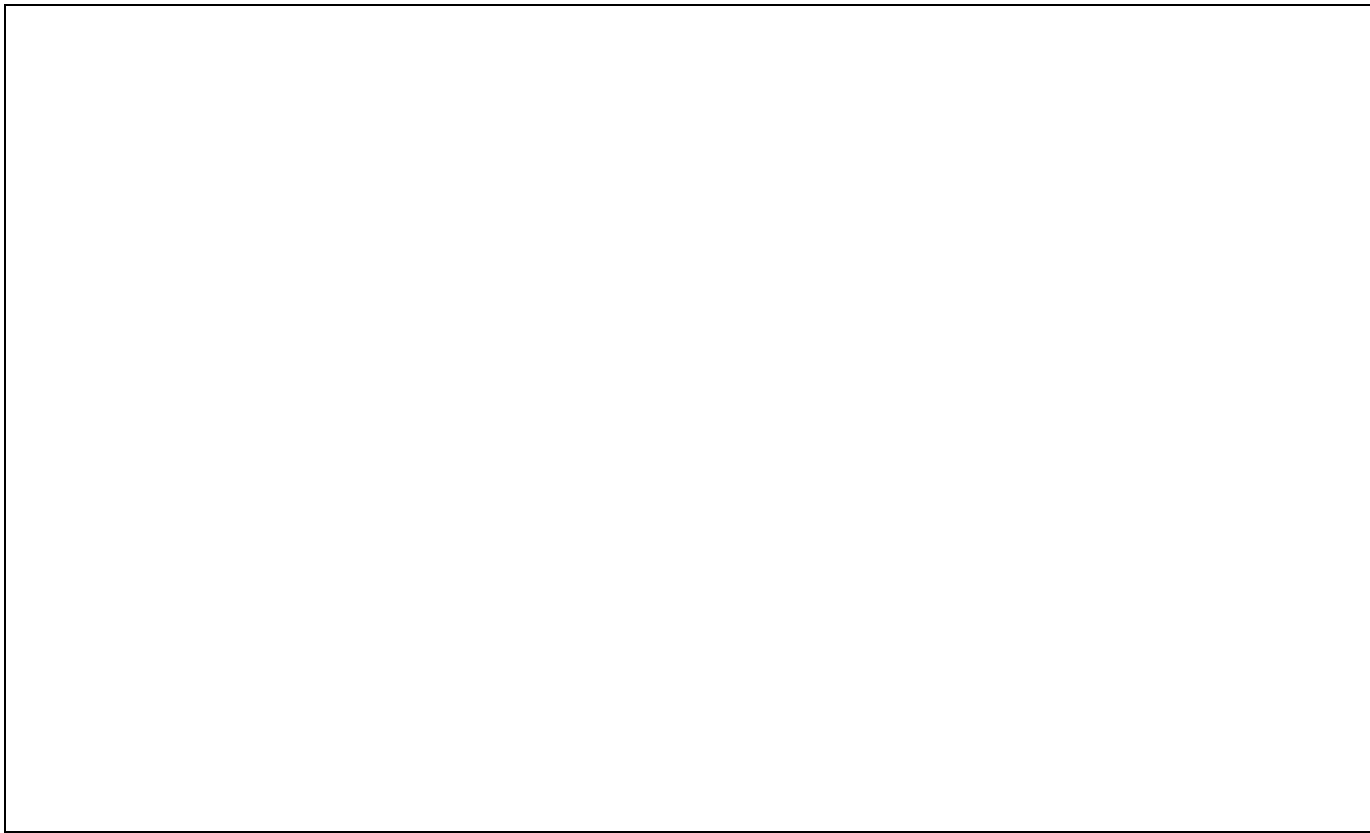
The nursing office is spacious and allows each faculty to have their own desk and file drawers. The secretary has her own desk. All faculty have either laptop or desk top computers with up to date software. The chair of the department has a closed door office.

Adequacy of Fiscal Resources

Fiscal resources are adequate to meet program goals and student learning outcomes. (see budget attached)

Adequacy of Human Resources

There are four full time faculty, one full time lab professor (faculty) and the chair. There is one full time secretary. Due to a decreased number of admits to the freshman class, no adjunct was needed at the freshman level this year. The senior class needed an adjunct, however, after posting the position for over a year, no adjuncts were available. Creative planning and efficient, effective use of faculty allowed for adequate human resources for first semester for the senior class. however the department chair stepped in as clinical faculty which took away from time for administrative duties. An adjunct was hired for the senior class for the second half of second semester.



COOPERATING AGENCIES

AGENCY	LOCATION	CONTENT AREA(S)	TYPE OF CLINICAL EXPERIENCE (MARK ALL THAT APPLY)
Fairview	<input checked="" type="checkbox"/> IN STATE <input type="checkbox"/> OUT OF STATE	Fundamentals	<input type="checkbox"/> Approved Innovation <input checked="" type="checkbox"/> Clinical <input type="checkbox"/> Observation <input type="checkbox"/> Preceptorship
Hillsborough County Nursing Home	<input checked="" type="checkbox"/> IN STATE <input type="checkbox"/> OUT OF STATE	Fundamentals	<input type="checkbox"/> Approved Innovation <input checked="" type="checkbox"/> Clinical <input type="checkbox"/> Observation <input type="checkbox"/> Preceptorship
Northeast Rehab- Nashua and Salem	<input checked="" type="checkbox"/> IN STATE <input type="checkbox"/> OUT OF STATE	Nursing Care I- Med-Surg/Rehab	<input type="checkbox"/> Approved Innovation <input checked="" type="checkbox"/> Clinical <input type="checkbox"/> Observation <input type="checkbox"/> Preceptorship
New Hampshire Hospital	<input checked="" type="checkbox"/> IN STATE <input type="checkbox"/> OUT OF STATE	Nursing Care I- Mental Health	<input type="checkbox"/> Approved Innovation <input checked="" type="checkbox"/> Clinical <input type="checkbox"/> Observation <input type="checkbox"/> Preceptorship
Southern New Hampshire Medical Center	<input checked="" type="checkbox"/> IN STATE <input type="checkbox"/> OUT OF STATE	Nursing Care I-Mental Health Nursing Care II- Med-Surg Nursing Care Across the lifespan- Pedi/OB; Med-Surg	<input type="checkbox"/> Approved Innovation <input checked="" type="checkbox"/> Clinical <input type="checkbox"/> Observation <input type="checkbox"/> Preceptorship
Raymond School District	<input checked="" type="checkbox"/> IN STATE	NURS 240N Nursing Across the Lifespan	<input type="checkbox"/> Approved Innovation

	<input type="checkbox"/> OUT OF STAT		<input type="checkbox"/> Clinical <input checked="" type="checkbox"/> Observation <input type="checkbox"/> Preceptorship
Southern New Hampshire Medical Center Foundation Partners	<input checked="" type="checkbox"/> IN STATE <input type="checkbox"/> OUT OF STAT	NURS 220N Nursing Care II-Med Surg	<input type="checkbox"/> Approved Innovation <input type="checkbox"/> Clinical <input checked="" type="checkbox"/> Observation <input type="checkbox"/> Preceptorship
Davita Dialysis Facility	<input checked="" type="checkbox"/> IN STATE <input type="checkbox"/> OUT OF STATE		<input type="checkbox"/> Approved Innovation <input type="checkbox"/> Clinical <input checked="" type="checkbox"/> Observation <input type="checkbox"/> Preceptorship
Elliot Health System Medical Offices	<input checked="" type="checkbox"/> IN STATE <input type="checkbox"/> OUT OF STATE		<input type="checkbox"/> Approved Innovation <input type="checkbox"/> Clinical <input checked="" type="checkbox"/> Observation <input type="checkbox"/> Preceptorship
Interim Home Care	<input checked="" type="checkbox"/> IN STATE <input type="checkbox"/> OUT OF STATE		<input type="checkbox"/> Approved Innovation <input type="checkbox"/> Clinical <input checked="" type="checkbox"/> Observation <input type="checkbox"/> Preceptorship

COOPERATING AGENCIES

AGENCY	LOCATION	CONTENT AREA(S)	TYPE OF CLINICAL EXPERIENCE (MARK ALL THAT APPLY)
	<input type="checkbox"/> IN STATE <input type="checkbox"/> OUT OF STATE		<input type="checkbox"/> Approved Innovation <input type="checkbox"/> Clinical <input type="checkbox"/> Observation <input type="checkbox"/> Preceptorship
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	<input type="checkbox"/> IN STATE <input type="checkbox"/> OUT OF STATE		<input type="checkbox"/> Approved Innovation <input type="checkbox"/> Clinical <input type="checkbox"/> Observation <input type="checkbox"/> Preceptorship

VII. VERIFICATION OF CONTINUED COMPLIANCE

Note: The endorsement of the content of this Report and confirmation of continued compliance with the current Administrative Rules is documented by the Verifying Signature/ noted below.

VIII. VERIFYING SIGNATURE

PROGRAM DIRECTOR/CHAIR Carole Boutin
:
TITLE: Professor and Chair
DATE: 9/27/18