Santa Rosa Junior College

Program Resource Planning Process

Certified Nurse Assistant - Home Health Aide 2023

1.1a Mission

The mission of the certified nursing assistant program is threefold:
- to promote quality patient care
- to provide entry-level skills for employment as a CNA
- to provide awareness of opportunities/choices in health care occupations.

To achieve this mission the CNA curriculum is based upon the following beliefs:

1. Individuals have the right to receive optimum health care delivered in a safe environment by a competent caregiver.
2. Learning occurs in an atmosphere of mutual respect, where questioning is welcomed, problem solving is encouraged, and opportunities for guided practice exist.
3. The CNA is an important member of the health care team. The CNA, under the direct supervision of licensed nursing personnel, provides direct care to the resident; promotes comfort measures and collects, records and reports data.
4. Individuals have the right to the fulfillment of their basic physical, psychological, and spiritual needs.

1.1b Mission Alignment

The CNA program mission aligns with the SRJC mission by providing responsive career and technical education and regularly assess, self-reflect, adapt, and continuously improve the program.

1.1c Description

The CNA program is offered three times a year. Both Fall and Spring semesters and a summer program. Each course is 6 units, the spring and fall semesters are 10 weeks and the summer semester 9 weeks, eight hours a day, 4-5 days a week. During the first month of class, classroom hours are 3 days a week from 12:30 to 9:00 pm. After that, classes are Tuesday through Friday with varying hours. Due to the extensive hours, it is not possible to take other weekday classes along with this program.

All students are required to purchase uniforms, be CPR certified for the Healthcare Provider (BLS), complete health requirements, and complete Department of Justice fingerprinting ("Livescan") prior to clinical rotation. Students who do not have a clear fingerprinting back ground check may be unable to receive certification.

At the completion of the program, graduates are qualified to take the written and practical examinations and be licensed by the State of California as a certified nursing assistant. Certified nursing students primarily are employed in skilled nursing facilities, acute care facilities and home health care. Many graduates of this program progress on to more advanced nursing programs.

1.1d Hours of Office Operation and Service by Location

The CNA/HHA program has classes from 12:30 to 9:00 pm 4-5 days a week for 9 to 10 weeks. During clinical practice time in area health care facilities, the hours can vary from semester to semester.

1.2 Program/Unit Context and Environmental Scan

The Certified Nurse Assistant Certificate provides over 262 hours of lecture, skills lab, and clinical practice, and prepares students for work in skilled nursing facilities or residences. The program duration is 10 weeks, 4-5 days per week. Clinical hours are held in a skilled nursing facility. The program prepares students to take the competency examination for the Nurse Assistant certificate issued by the California State Department of Health Services.

Nurse Assistants, as important members of the health care team, assist the nurse with the care of the patient in skilled nursing facilities or hospitals. They perform such duties as changing bed linen, dressing, grooming, bathing, assisting in and out of bed, taking vital signs and feeding patients.

Employment opportunities are available in skilled nursing and personal care facilities, hospitals, and residential care agencies. Many individuals find jobs through temporary staffing agencies and home health care services. The job outlook is very good for this field. Individuals interested in career advancement may pursue further study to become licensed vocational nurses, and then registered nurses.

Licensure Note:

The California State Department of Health Services has specific legal requirements governing the certification of Nurse Assistants. Criminal background screening must be completed and the student cleared of criminal convictions before he/she can be competency tested or certified by the State of California. All students starting the program must be fingerprinted.

Program Student Learning Outcomes

Students will be able to:
1. Meet State of California criteria for eligibility to take CNA Certification Examinations.
2. Demonstrate knowledge, skills and abilities required for an entry-level CNA.

2.1a Budget Needs

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The current budget is sufficient except for supplies. Grant funding
provides supplies.
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Certified Nurse Assistant - Home Health Aide - FY 2021-22

2.1 Fiscal Year Expenditures

Santa Rosa Campus

Expenditure Category	Unrestricted Funds	Change from 2020-21	Restricted Funds	Change from 2020-21	Total	Change from 2020-21
Faculty payroll	$84,910.00	0.00%	$0.00	0.00%	$84,910.00	0.00%
Adjunct payroll	$110,968.92	-42.73%	$0.00	0.00%	$110,968.92	-42.73%
Classified payroll	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
STNC payroll	$0.00	0.00%	$14,563.19	9.96%	$14,563.19	9.96%
Student payroll	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Management payroll (and Dept Chairs)	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Benefits (3000's)	$55,447.32	180.23%	$1,353.03	14.83%	$56,800.35	170.94%
Supplies (4000's)	$270.18	-50.38%	$14,609.75	989.18%	$14,879.93	689.05%
Services (5000's)	$28.08	290.54%	$7,772.00	418.13%	$7,800.08	417.52%
Equipment (6000's)	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Total Expenditures	**$251,624.50**	**17.52%**	**$52,557.19**	**88.32%**	**$304,181.69**	**25.68%**

Petaluma Campus (Includes Rohnert Park and Sonoma)

Expenditure Category	Unrestricted Funds	Change from 2020-21	Restricted Funds	Change from 2020-21	Total	Change from 2020-21
Faculty payroll	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Adjunct payroll	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Classified payroll	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
STNC payroll	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Student payroll	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Management payroll (and Dept Chairs)	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Benefits (3000's)	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Supplies (4000's)	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Services (5000's)	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Equipment (6000's)	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%

Total Expenditures	**$0.00**	**0.00%**	**$0.00**	**0.00%**	**$0.00**	**0.00%**

Other Locations (Includes the PSTC, Windsor, and other locations)

Expenditure Category	Unrestricted Funds	Change from 2020-21	Restricted Funds	Change from 2020-21	Total	Change from 2020-21
Faculty payroll	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Adjunct payroll	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Classified payroll	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
STNC payroll	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Student payroll	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Management payroll (and Dept Chairs)	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Benefits (3000's)	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Supplies (4000's)	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Services (5000's)	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Equipment (6000's)	$0.00	0.00%	$0.00	0.00%	$0.00	0.00%
Total Expenditures	**$0.00**	**0.00%**	**$0.00**	**0.00%**	**$0.00**	**0.00%**

Expenditure Totals

Expenditure Category	Amount	Change from 2020-21	District Total	% of District Total
Total Expenditures	$304,181.69	25.68%	$0.00	0.00%
Total Faculty Payroll	$195,878.92	1.08%	$0.00	0.00%
Total Classified Payroll	$0.00	0.00%	$0.00	0.00%
Total Management Payroll	$0.00	0.00%	$0.00	0.00%
Total Salary/Benefits Costs	$267,242.46	17.22%	$0.00	0.00%
Total Non-Personnel Costs	$22,680.01	568.44%	$0.00	0.00%

2.1b Budget Requests

Rank	Location	SP	M	Amount	Brief Rationale
0000	Santa Rosa	01	01	$0.00	none this cycle

2.2a Current Classified Positions

Position	Hr/Wk	Mo/Yr	Job Duties

2.2b Current Management/Confidential Positions

Position	Hr/Wk	Mo/Yr	Job Duties
N/A	0.00	0.00	

2.2c Current STNC/Student Worker Positions

Position	Hr/Wk	Mo/Yr	Job Duties
AAI	10.00	12.00	Supports program record keeping of student immunizations, qualifications for program, maintains offsite clinical agreements with agencies, hospitals, and clinics

2.2d Adequacy and Effectiveness of Staffing

The CNA program admits 90 students a year (in three sessions) and usually turns away students on the wait list. There is one tenure-track, contract faculty and six associate faculty.

Certified Nurse Assistant - Home Health Aide - FY 2021-22

2.2 Fiscal Year Employee Data and Calculations

Employee Head Counts

Employee Category	Count	Change from 2020-21	District Total	% of District Total
Contract Faculty	1	0.00%	0	0.00%
Adjunct Faculty	7	16.67%	0	0.00%
Classified Staff	0	0.00%	0	0.00%
STNC Workers	1	-50.00%	0	0.00%
Student Workers	0	0.00%	0	0.00%
Mgmt/Admin/Dept Chair	0	0.00%	0	0.00%

Employee FTE Totals

FTE Category	FTE	Change from 2020-21	District Total	% of District Total
FTE-F - Faculty	2.0000	0.00%	0.0000	0.00%
FTE-CF - Contract Faculty	1.0000	0.00%	0.0000	0.00%
FTE-AF - Adjunct Faculty	1.0000	0.00%	0.0000	0.00%
FTE-C - Classified	0.0000	0.00%	0.0000	0.00%
FTE-ST - STNC	0.2017	-8.90%	0.0000	0.00%
FTE-SS - Support Staff	0.2017	-8.90%	0.0000	0.00%
FTE-SW - Student Workers	0.0000	0.00%	0.0000	0.00%
FTE-M - Management	0.0000	0.00%	0.0000	0.00%
FTE-DC - Department Chairs	0.0000	0.00%	0.0000	0.00%

Student Data

Data Element	Value	Change from 2020-21	District Total	% of District Total
FTES-CR - Credit	22.4552	-45.54%	0.0000	0.00%
FTES-NC - Non-Credit	0.0000	0.00%	0.0000	0.00%
FTES - combined	22.4552	-45.54%	0.0000	0.00%
Students Enrolled/Served	81	1.25%	0	0.00%

Calculations

Data Element	Value	Change from 2020-21	District Total	% of District Total
FTE-S : FTE-F	11.2276	-45.54%	0.0000	0.00%
FTE-AF : FTE-CF	1.0000	0.00%	0.0000	0.00%
FTE-F : FTE-SS	9.9166	9.77%	0.0000	0.00%
FTE-F : FTE-M	0.0000	0.00%	0.0000	0.00%
FTE-SS : FTE-M	0.0000	0.00%	0.0000	0.00%
FTE-ST : FTE-C	0.0000	0.00%	0.0000	0.00%
Average Faculty Salary per FTE-F	$97,939.46	1.08%	$0.00	0.00%
Average Classified Salary per FTE-C	$0.00	0.00%	$0.00	0.00%
Average Management Salary per FTE-M	$0.00	0.00%	$0.00	0.00%
Salary/Benefit costs as a % of total budget	87.86%	-6.73%	0.00%	0.00%
Non-Personnel $ as a % of total budget	7.46%	431.85%	0.00%	0.00%
Restricted Funds as a % of total budget	17.28%	49.84%	0.00%	0.00%
Total Unit Cost per FTE-F	$152,090.85	25.68%	$0.00	0.00%
Total Unit Cost per FTE-C	$0.00	0.00%	$0.00	0.00%
Total Unit Cost per FTE-M	$0.00	0.00%	$0.00	0.00%
Total Unit Cost per FTE-S	$13,546.13	130.78%	$0.00	0.00%
Total Unit Cost per student served/enrolled	$3,755.33	24.13%	$0.00	0.00%

2.2a Classified Positions Employees paid from a Classified OBJECT code

Name Last	First	Position	Hours	FTE
<< No Employees >>				

2.2b Management/Confidential Positions Employees paid from a Management/Confidential OBJECT code

Name Last	First	Position	Hours	FTE
<< No Employees >>				

2.2c STNC Workers Employees paid from an STNC OBJECT code

Name Last	First	Position	Hours	FTE
Bidegain	Kelly		419.50	0.2017
Totals			**419.50**	**0.2017**

2.2d Student Employees Employees paid from a Student Employee OBJECT code

Name Last	First	Position	Hours	FTE
<< No Employees >>				

2.2e Classified, STNC, Management Staffing Requests

Rank	Location	SP	M	Current Title	Proposed Title	Type

2.3a Current Contract Faculty Positions

Position	Description
Year 2 contract faculty	This faculty member also is the program coordinator for the Nursing Assistant program.

2.3b Full-Time and Part-Time Ratios

Discipline	FTEF Reg	% Reg Load	FTEF Adj	% Adj Load	Description
	0.7500	51.9000	0.7000	48.2000	Associate faculty are teaching approximately 1/2 of the course.

2.3c Faculty Within Retirement Range

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There are no full time faculty members within retirement range.
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2.3d Analysis of Faculty Staffing Needs and Rationale to Support Requests

This program is now staffed by one tenure track faculty member and six associate faculty.

Associate faculty interviews are scheduled on an ongoing basis. New faculty were added to the adjunct pool over the course of 2022/2021 and mentored by current faculty members.

This program prepares students who are very employable. This program is offered three times per year. All students must be vaccinated and have a background check without a cohort by application process. The program also requires state certification, which requires that a staff must verify that the student have all the requirements. Thus the need for instructional assistants.

The class size justifies a full time coordinator. Class maximum is 30 students with each student taking 6 units for CNA. All CSU and some other nursing programs requires students who do not have a B.S./B.A. who want to apply to have a CNA.

Certified Nurse Assistant - Home Health Aide - FY 2021-22

2.3a Contract Faculty Positions Employees paid from a Contract Faculty OBJECT code

Name Last	First	Position	Hours	HR FTE	DM FTE
Lundqvist	Tiffany	Faculty	0.00	1.0000	0.0000
Totals			**0.00**	**1.0000**	**0.0000**

2.3b Adjunct Faculty Positions Employees paid from an Adjunct Faculty OBJECT code

Name Last	First	Position	Hours	FTE
Anderson	Tamara		88.50	0.0000
Arnold	Jason		159.50	0.0000
Christian	Rachel		147.00	0.0000
Doll	Mary		97.50	0.0000
Labrador	Cheri		489.00	0.0000
Lundqvist	Tiffany		240.50	1.0000
Totals			**1,222.00**	**1.0000**

2.3e Faculty Staffing Requests

Rank	Location	SP	M	Discipline	SLO Assessment Rationale

2.4b Rationale for Instructional and Non-Instructional Equipment, Technology, and Software

2.4c Instructional Equipment Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0001	Santa Rosa	01	01	Pulse Oximeter	10	$100.00	$1,000.00	T. Lundqvist	Skills Lab	Tammy Sakanashi
0001	Santa Rosa	01	01	Bath blanket	48	$10.00	$480.00	T. Lundqvist	Skills lab	Tammy Sakanashi

2.4d Non-Instructional Equipment and Technology Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0000	Santa Rosa	00	00	No requests this cycle.	0	$0.00	$0.00			

2.4f Instructional/Non-Instructional Software Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact

2.5a Minor Facilities Requests

Rank	Location	SP	M	Time Frame	Building	Room Number	Est. Cost	Description

2.5b Analysis of Existing Facilities

Skills lab space is shared by all the Health Science clinical programs. There is a shortage of storage space for supplies and equipment. The set up and break down from one program to another is costly in staffing hours spent. Dedicated space for the CNA program would facilitate

smoother transitions for use by all programs. Space allocated to duplicate a Skilled Nursing facility would enhance the student learning. Space is now available in the new ambulatory skills lab (Race 4044) that will allow mannequins and equipment used for CNA to be easly accessible and stored in this new space. What is needed now is lab assistant that is dedicated to this new skills lab since the main lab coordinator is in charge of the entire ADN Skills lab suite (Race 4058-4060)

3.1 Academic Quality

The CNA program was awarded $40,000 in 2023 by the Rupe Foundation to continue the efforts started with the first year grant. This funding will fund materials and supplies for students such as textbooks, lab packs, Livescan fingerprinting fees and State Exam fees, as well as provide for (1) Instructional Assistant to be used for skills lab instructional needs.

3.2 Student Success and Support

This program is staffed by one full-time instructor and four adjunct instructors. All are Caucasians -- 4 females and 1 male. The faculty recruitment pool is open to all qualified applicants.

The student population is very diverse.

3.3 Responsiveness to Our Community

The CNA program encourages all faculty to attend faculty meetings for collegial discussions about improving the program and values the opinions of all members of the team. New faculty receive an orientation and shadow the veteran faculty members. The goal is to impart the culture and experience of the faculty members to the next generation of instructors in the program.

3.4 Campus Climate and Culture

4.1a Course Student Learning Outcomes Assessment

Course level student learning outcomes are current as of Spring, 2019 - renamed and renumbered: NRA 150A. Course and program SLOs and LAPs are to be completed by 2019 as required by AACJC.Student learning outcomes will be evaluated on a 6 year cycle, next evaluation by 2024.

4.1b Program Student Learning Outcomes Assessment

The course level student learning outcome is the same as the program SLO and will be completed in spring 2019. Student learning outcomes for the program will be evaluated on a 6 year cycle, next evaluation by 2021.

4.1c Student Learning Outcomes Reporting

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
Course	NRA 150	Fall 2010	Spring 2011	Spring 2012

4.2a Key Courses or Services that address Institutional Outcomes

Course/Service	1a	1b	1c	2a	2b	2c	2d	3a	3b	4a	4b	5	6a	6b	6c	7
NRA 150	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X

4.2b Narrative (Optional)

5.0 Performance Measures

The performance measures used to determine success in the CNA program is the pass rate on the State of California practical and the written CNA certification examinations. Our performance examinations have consistently been at the 95 to 100% rate. The written examinations have a broader range, between 90 to 100% pass rate. The lower pass rates occur in classes when we have had a greater number of ESL students.

5.1 Effective Class Schedule: Course Offerings, Times, Locations, and Delivery Modes (annual)

The CNA Program is offered every semester including summer. It can not be offered more often and enrollment can not be increased due to limited skills lab availability. Effective Summer 2019 the double cohort (60 students) was reduced to the original single cohort of 30 students. It would be nice if the class could double/expand in size with a new skills lab. Because this class is a stepping stone to Nursing, it needs to grow. The demand for CNAs is outnumbering the supply and current job growth has increased exponentially. We need to expand this program but are unable to at this time due to Distict limitations.

Certified Nurse Assistant - Home Health Aide - FY 2021-22 (plus current FY Summer and Fall)

5.1 Student Headcounts The number of students enrolled in each Discipline at first census (duplicated headcount).

Santa Rosa Campus

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	32	24	27	24	28	30	29	28	23	31	21	

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0	0	0	0	0	0	0	0	0	0	0	

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0	0	0	27	0	0	0	0	0	0	0	

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	32	24	27	51	28	30	29	28	23	31	21	

5.2a Enrollment Efficiency

The NA program enrollment efficiency is excellent with a range of 80.0 to 106.7% for 2019-2022. Efficiency reflects that number of students who drop the program after being admitted. For some students, they have no idea what the role of the CNA is until they start the program. They decide it isn't for them and then they withdraw. In reviewing the last three years, it is evident that enrollment efficiency is highest for the summer class. This may be reflected in the fact that the summer class has more students who are planning to apply to Sonoma State's Masters Entry to professional nursing program. Completion of a CNA program is a requirement for that registered nursing program. Students who have a clear educational objective are less likely to drop after enrollment therefore the summer enrollment efficiency is good, ranging from 103.3 to 116.7%.

Certified Nurse Assistant - Home Health Aide - FY 2021-22 (plus current FY Summer and Fall)

5.2a Enrollment Efficiency The percentage of seats filled in each Discipline at first census based on class limit (not room size).

Santa Rosa Campus

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	106.7%	83.3%	96.7%	93.3%	96.7%	100.0%	100.0%	96.7%	83.3%	103.3%	80.0%	

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0.0%	0.0%	0.0%	90.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	106.7%	83.3%	96.7%	91.7%	96.7%	100.0%	100.0%	96.7%	83.3%	103.3%	80.0%	

5.2b Average Class Size

We admit 30 students each semester including summers. We also have 20 students on our wait list. We do have students who drop before first census which reflects on our enrollment efficiency. We can not take more students due to limitations of space in our campus skills lab.

Certified Nurse Assistant - Home Health Aide - FY 2021-22 (plus current FY Summer and Fall)

5.2b Average Class Size The average class size in each Discipline at first census (excludes cancelled classes).

Santa Rosa Campus

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	32.0	25.0	29.0	28.0	29.0	30.0	30.0	29.0	25.0	31.0	24.0	

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0.0	0.0	0.0	27.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	32.0	25.0	29.0	27.5	29.0	30.0	30.0	29.0	25.0	31.0	24.0	

5.3 Instructional Productivity

The instructional productivity is less than the 17.5 due to the need to have instructors available to supervise students in the Skills lab as they are learning hands-on skills. The maximum number of students per an instructor allowed by the California Department of Public Health is 15 student to one instructor. However this ratio does not provide adequate supervision of student in the Skills Lab or clinical setting and would be unsafe. The ideal ratio, similar to Associate Degree Nursing programs is 8.0.

Certified Nurse Assistant - Home Health Aide - FY 2021-22 (plus current FY Summer and Fall)

5.3 Instructional Productivity The ratio of Full-Time Equivalent Students (FTES) to Full-Time Equivalent Faculty (FTEF) in each Discipline at first census.

Santa Rosa Campus

Nursing - Aide		X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
	FTES	13.70	9.28	7.04	10.63	12.01	12.86	0.00	12.14	10.32	12.37	9.51	
	FTEF	1.91	1.60	1.59	2.64	1.67	1.68	1.68	1.73	1.65	1.70	1.77	
	Ratio	7.16	5.80	4.42	4.02	7.21	7.66	0.00	7.00	6.25	7.27	5.39	

Petaluma Campus (Includes Rohnert Park and Sonoma)

Nursing - Aide		X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
	FTES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	FTEF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Ratio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

Other Locations (Includes the PSTC, Windsor, and other locations)

Nursing - Aide		X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
	FTES	0.00	0.00	0.00	5.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	FTEF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Ratio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

ALL Locations (Combined totals from ALL locations in the District)

Nursing - Aide		X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
	FTES	13.70	9.28	7.04	16.37	12.01	12.86	0.00	12.14	10.32	12.37	9.51	
	FTEF	1.91	1.60	1.59	2.64	1.67	1.68	1.68	1.73	1.65	1.70	1.77	
	Ratio	7.16	5.80	4.42	6.20	7.21	7.66	0.00	7.00	6.25	7.27	5.39	

5.4 Curriculum Currency

The Nurse Assisting/Home Health Program underwent a full curriculum review in spring 2014 due to a State mandate to separate the program into two courses. Certified Nursing Assistant is now NRA 150A and Home Health Aid is now NRA 150B. HHA 150B was outsourced to community ed after summer '18 and is no longer being offered.

5.5 Successful Program Completion

Students do well in our CNA/HHA program. We have a completion rate of 98% for 2012-2013.

Certified Nurse Assistant - Home Health Aide - FY 2021-22 (plus current FY Summer and Fall)

5.6b Successful Course Completion The percentage of students receiving a grade of A,B,C, or CR in each Discipline (duplicated headcount).

Santa Rosa Campus

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	100.0%	96.0%	0.0%	88.5%	96.6%	96.7%	0.0%	96.6%	92.0%	90.3%	87.5%	

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0.0%	0.0%	0.0%	96.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	100.0%	96.0%	0.0%	92.5%	96.6%	96.7%	0.0%	96.6%	92.0%	90.3%	87.5%	

SRJC Fact Book 2010
Certificates Awarded by Program

TOP	Cert Code	Certificate Description	PA
1230.3	3029	Nurse Assistant - Home Health Aide	E

2005 – 06 = 0
2006 – 07 = 0
2007 – 08 = 2
2008 – 09 = 0
2009 – 10 = 0

The coding scheme for PA is as follows:

E = certificate requiring 6 to fewer than 18 semester units;

5.6 Student Success

Our students are very successful in completion of course and passing the California Boards.

NA/HHA Pass Rates

FY	98-99	99-00	00-01	01-02	02-03	03-04	04-05	05-06	06-07	07-08	08-09	09-10	10-11	
Fiscal Year End	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	NOTES
Nurse Assist./Home Health Aide. Skills				97.5%	91.4%	94.7%	97.6%	98.4%	97.2%	100%	100%	98.5%		State Exam
Nurse Assist./Home Health Aide. Written				100%	98.6%	91.8%	97.7%	100%	84.5%	94.5%	98.5%	97.5%		State Exam
SRJC - NRA 51.1 Course												98%		SRJC Program

Certified Nurse Assistant - Home Health Aide - FY 2021-22 (plus current FY Summer and Fall)

5.6a Retention **The percentage of students receiving a grade of A,B,C,D,CR, or I in each Discipline (duplicated headcount).**

Santa Rosa Campus

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	100.0%	96.0%	84.4%	92.3%	96.6%	96.7%	0.0%	96.6%	92.0%	100.0%	87.5%	

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0.0%	0.0%	0.0%	96.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	100.0%	96.0%	84.4%	94.3%	96.6%	96.7%	0.0%	96.6%	92.0%	100.0%	87.5%	

5.6b Successful Course Completion The percentage of students receiving a grade of A,B,C, or CR in each Discipline (duplicated headcount).

Santa Rosa Campus

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	100.0%	96.0%	0.0%	88.5%	96.6%	96.7%	0.0%	96.6%	92.0%	90.3%	87.5%	

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0.0%	0.0%	0.0%	96.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	100.0%	96.0%	0.0%	92.5%	96.6%	96.7%	0.0%	96.6%	92.0%	90.3%	87.5%	

5.6c Grade Point Average The average GPA in each Discipline (UnitsTotal /GradePoints).

Santa Rosa Campus

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	3.91	3.67	0.00	3.75	4.00	3.86	0.00	3.82	3.87	3.45	3.62	

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	0.00	0.00	0.00	3.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2019	F2019	S2020	X2020	F2020	S2021	X2021	F2021	S2022	X2022	F2022	S2023
Nursing - Aide	3.91	3.67	0.00	3.82	4.00	3.86	0.00	3.82	3.87	3.45	3.62	

5.7 Student Access

The classes are always full; enrollment in the program is based on priority registration, which cannot account for gender or ethnic backgroud.

Certified Nurse Assistant - Home Health Aide - FY 2021-22 (plus current FY Summer and Fall)

5.7a Students Served - by Ethnicity The number of students in each Discipline at first census broken down by ethnicity (duplicated headcount).

ALL Locations (Combined totals from ALL locations in the District)

Nursing - Aide	Ethnicity	2019-20	Percent	2020-21	Percent	2021-22	Percent	2022-23	Percent
	White	24	28.9%	43	40.2%	27	33.8%	13	16.0%
	Asian	7	8.4%	3	2.8%	7	8.8%	0	0.0%
	Black	2	2.4%	2	1.9%	2	2.5%	2	2.5%
	Hispanic	32	38.6%	34	31.8%	39	48.8%	54	66.7%
	Native American	2	2.4%	1	0.9%	0	0.0%	0	0.0%
	Pacific Islander	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Filipino	2	2.4%	2	1.9%	1	1.3%	2	2.5%
	Other Non-White	6	7.2%	6	5.6%	2	2.5%	4	4.9%
	Decline to state	8	9.6%	16	15.0%	2	2.5%	6	7.4%
	ALL Ethnicities	**83**	**100.0%**	**107**	**100.0%**	**80**	**100.0%**	**81**	**100.0%**

5.7b Students Served - by Gender The number of students in each Discipline at first census broken down by gender (duplicated headcount).

ALL Locations (Combined totals from ALL locations in the District)

Nursing - Aide	Gender	2019-20	Percent	2020-21	Percent	2021-22	Percent	2022-23	Percent
	Male	9	10.8%	15	14.0%	13	16.3%	15	18.5%
	Female	71	85.5%	92	86.0%	66	82.5%	64	79.0%
	Unknown	3	3.6%	0	0.0%	1	1.3%	2	2.5%
	ALL Genders	**83**	**100.0%**	**107**	**100.0%**	**80**	**100.0%**	**81**	**100.0%**

5.7c Students Served - by Age The number of students in each Discipline at first census broken down by age (duplicated headcount).

ALL Locations (Combined totals from ALL locations in the District)

Nursing - Aide	Age Range	2019-20	Percent	2020-21	Percent	2021-22	Percent	2022-23	Percent
	0 thru 18	6	7.2%	3	2.8%	5	6.3%	18	22.2%
	19 and 20	16	19.3%	22	20.6%	19	23.8%	15	18.5%
	21 thru 25	31	37.3%	48	44.9%	29	36.3%	23	28.4%
	26 thru 30	10	12.0%	16	15.0%	16	20.0%	13	16.0%
	31 thru 35	7	8.4%	6	5.6%	5	6.3%	4	4.9%
	36 thru 40	6	7.2%	4	3.7%	5	6.3%	2	2.5%
	41 thru 45	5	6.0%	2	1.9%	1	1.3%	3	3.7%
	46 thru 50	1	1.2%	4	3.7%	0	0.0%	2	2.5%
	51 thru 60	1	1.2%	2	1.9%	0	0.0%	1	1.2%
	61 plus	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	ALL Ages	**83**	**100.0%**	**107**	**100.0%**	**80**	**100.0%**	**81**	**100.0%**

5.8 Curriculum Offered Within Reasonable Time Frame

This is a 10 week course in spring and fall, 9 weeks during the summer.

5.9a Curriculum Responsiveness

This program has a working advisory board which includes 4 individuals from acute care, skilled nursing, hospice and home health. The remaining 18 members are adjunct instructors and supportive department faculty.

5.9b Alignment with High Schools (Tech-Prep ONLY)

It is recommended that students have a high school diploma or GED.

5.10 Alignment with Transfer Institutions (Transfer Majors ONLY)

This program is not meant to be a transfer course. Students who seek to enroll in a direct entry nursing program without a previous nursing certificate or degree are required to take the CNA/HHA (NRA 150) Program.

5.11a Labor Market Demand (Occupational Programs ONLY)

Because of the aging population, employment opportunities are consistent for CNA/HHA program graduates. Graduates are being hired in skilled nursing facilities, acute care, home health agencies, and long term care facilities.

5.11b Academic Standards

The program discusses academic standards at every staff and advisory board meeting.

6.1 Progress and Accomplishments Since Last Program/Unit Review

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0001	Santa Rosa	02	01	To meet the high demand for CNAs in our community we will increase the number certficates that we are able to award in the Summer.	Increase to 2 cohorts in the summer	2021/2024	Funding for additional FTE.
0002	Santa Rosa	02	01	Increase number of members in the adjunct faculty pool	Adequately staff two cohorts of students in summer session.	2021/2024	Funding for additional adjunct faculty.
0003	Santa Rosa	01	04	All faculty members attend paid meetings and recieve training.	Trained faculty and support for growing program	2021/2024	Funding for faculty professional development
0004	Santa Rosa	01	01	Increase student retention in program.	Students succeed in the program and complete CNA certificate.	2021/2024	Funding for student support.

6.2b PRPP Editor Feedback - Optional

Tiffany Lundqvist is in her second year of tenure and coordinating the Nursing Assistant program. Tiffany has done an incredible job helping her students complete the program while the Skilled Nursing Facilities still deal with COVID issues. I am grateful for her organizational skills, her work ethic, and her dedication to the Nursing Assistant program and it's success.

6.3a Annual Unit Plan

Rank	Location	SP	M	Goal	Objective	Time Frame	Resources Required
0001	Santa Rosa	02	01	To meet the high demand for CNAs in our community we will increase the number certficates that we are able to award in the Summer.	Increase to 2 cohorts in the summer	2021/2024	Funding for additional FTE.
0002	Santa Rosa	02	01	Increase number of members in the adjunct faculty pool	Adequately staff two cohorts of students in summer session.	2021/2024	Funding for additional adjunct faculty.
0003	Santa Rosa	01	04	All faculty members attend paid meetings and recieve training.	Trained faculty and support for growing program	2021/2024	Funding for faculty professional development
0004	Santa Rosa	01	01	Increase student retention in program.	Students succeed in the program and complete CNA certificate.	2021/2024	Funding for student support.