

**WVNCC Radiography Program Advisory Committee Meeting**  
**July 16, 2018 at 1:00PM-2:00PM**

**Present: Misty Kahl, Missy Stephens, Holly Wiley, Tonya Trigg, Molly Dutton, Jill Loveless, Gwen Kinnan, Bonnie Peterman.**

<b>Topic</b>	<b>Discussion</b>
<b><u>Introduction of new members</u></b>	New committee members were introduced to the members present.
<b><u>Update on Radiography Program Class of 2018 Graduates</u></b>	On 5/11/18, 14 students graduated. Thirteen have taken the registry so far. One is attending Radiation Therapy School & two are attending MRI School. Eight are currently working
<b><u>Update on Radiography Program Class of 2019</u></b>	There are currently 14 students in the class. The current Summer Semester ends next week. The Fall Semester begins on Monday, August 27, 2018. They will be in clinicals on Tuesdays & Thursdays during the Fall Semester. Spring Semester clinicals (January-April) will be on Monday, Wednesday, & Friday. One student recently returned from the ASRT Leadership Convention in Las Vegas, NV. They had to complete an application & essay & they were selected from applicants across the state to attend & represent West Virginia & WVNCC. This was the 6 <sup>th</sup> student from the WVNCC Radiography Program who has been selected to attend the annual national meeting. Jill suggested that Misty contact David Barnhardt (WVNCC Marketing Director) to do a story on this. The class plans to attend the annual WVSRT Conference with Misty & Missy on October 25-27, 2018 at Canaan Valley Resort in Davis, WV.
<b><u>Update on Radiography Program Class of 2020</u></b>	Orientation was held July 16, 2018, at 9:30AM for the class of 17 students that will start on Monday, August 27, 2018. The students received general information about the program & registering for classes, they received the Student Handbook, & they received information regarding the Castle Branch company that is used for tracking of their background check, drug screen, physical exam, immunizations, titers, etc. Janet Fike from the Registrar's Office helped get all students registered. The immunizations, titers, etc. are based on the clinical education site that has the strictest requirements so that students will be covered at all of the facilities that they rotate through. Students are required to download their documentation to the Castle Branch site & they monitor all records. They are required to have everything completed by November 15 so that they will be ready to start clinicals in January.
<b><u>Annual review of Radiography Program Mission Statement</u></b>	The WVNCC Radiography Program Mission Statement was sent out to all members along with the agenda prior to the meeting for review. The Mission Statement was again passed out at the meeting. No one suggested any changes to the Mission Statement, so it will remain unchanged.

<p><u>Update on Radiography Program Assessment Plan</u></p>	<p>Program Assessment Information data for the past 5 years was distributed to the committee members. The annual report is due to the JRCERT by Oct. 1, 2018, &amp; the findings will be posted on the Radiography Program webpage. It actually is a summary of the Class of 2017. The Job Placement Rate will not be complete until May 2019. The faculty is constantly striving to develop ways to improve the pass rates, &amp; those efforts were discussed with the committee members.</p>
<p><u>Update on JRCERT Accreditation.</u></p>	<p>The WVNC Radiography Program had the JRCERT Site Visit on <b>THURSDAY, OCTOBER 6 &amp; FRIDAY, OCTOBER 7, 2016.</b> We were awarded the maximum 8 year accreditation following the Site Visit (2016-2024). The Interim Report will be due in 2020.</p>
<p><u>Discuss Clinical Education Sites/Rotation Areas at Sites.</u></p>	<p>Harrison Community Hospital was recently purchased by Wheeling Hospital. We plan to complete the paperwork in the near future to try to add HCH as an additional clinical education site.</p> <p>We currently enrolled students in the TRAJECSYS System. This will allow them to "clock in &amp; out" utilizing either the clinical site's computer or their smart phone (if applicable). Missy &amp; Misty can see the exact times that the student arrived &amp; left the facility. This system also allows the ability for competency forms &amp; evaluations to be submitted on-line. These features will be explored in the future.</p> <p>Missy reminded everyone that technologists must fill out the evaluations honestly for the students. If we don't know there is an issue, we cannot address it.</p>
<p><u>Old, New, Unfinished Business</u></p>	<p>Missy noted that most insurance companies will only pay for 1 physical exam within the calendar year. We give the 1<sup>st</sup> years a deadline of Nov. 1 to get their physical, immunizations, etc. prior to starting clinicals. However, we then give them a deadline of Aug. 15 in the 2<sup>nd</sup> year to have their physical, PPD, &amp; flu shot. This can cause a problem because their insurance may not pay. Bonnie said that her students experience the same thing so she just makes a note on her spread sheet that she submits to the clinical site &amp; then updates the site when the students finally complete everything.</p> <p>We will contact the IR Department to get the results from the Spring Clinical Site Evaluations. Jill mentioned that they will be very busy over the next 2 weeks.</p>
<p><u>The meeting was adjourned</u></p>	<p>Gwen said that there is a new Director of Radiology at Wheeling Hospital.</p>