

**New Program Proposal
Associate in Applied Science in Surgical Technology
York Technical College**

Executive Summary

York Technical College requests approval to offer the program leading to the Associate in Applied Science in Surgical Technology to be implemented in Fall 2020. The proposed program is to be offered through traditional delivery. The following chart outlines the stages of approval for the proposal. The Advisory Committee on Academic Programs (ACAP) voted to recommend approval of the proposal. The full program proposal and support documents are attached.

Stages of Consideration	Date	Comments
Program Proposal Received	8/2/18	Not Applicable
ACAP Consideration	9/27/18	<p>York Technical College representatives introduced the proposed Associate in Applied Science (AAS) in Surgical Technology, citing it as the first of this kind in the technical college system. The system currently offers the surgical technology diploma, which is a high performing program in good standing, but will be terminated in August 2020 after the last class of diploma graduates. The representatives cited that the accrediting body will require an AAS degree for the Surgical Technology program by the year 2020.</p> <p>Commission staff inquired about the additional nineteen hours of courses that were added to the new program. The representative stated six new courses were added to the curriculum and agreed to provide a list of courses, course credit hours, and course descriptions.</p> <p>In response to an inquiry about collaborations, specifically a “2+2” program and the implementation of stackable certificates, the York Technical College representatives explained that there are several model programs across the state, and that the institution has had early conversations with Francis Marion University about their Healthcare Administration Program.</p> <p>After remaining discussion, ACAP voted to recommend approval of the program proposal. Staff transmitted remaining questions for additional clarity.</p>
Comments and suggestions from CHE staff sent to the institution	10/1/18	<p>Staff requested the proposal be revised to address the following information:</p> <ul style="list-style-type: none"> • Provide the timeframe to terminate the surgical technology diploma program; • Provide a list of all new courses, course credit hours, and course descriptions added to the AAS program; • Provide details of any plans to initiate 2+2 opportunities that York Technical College may be considering with other institutions;

		<ul style="list-style-type: none"> List institutions and programs and any other in the chart of similar programs. Of note, institutions such Virginia College and Miller Motte College have associate degree programs and enroll approximately 120 students per year; Provide details about where the program will be located.
Revised Program Proposal Received	10/8/18	The revised proposal satisfactorily addressed the requested revisions.

Recommendation

The staff recommends the Committee on Academic Affairs and Licensing approve the program leading to the Associate in Applied Science in Surgical Technology to be implemented in Fall 2020.

York Technical College Student and Program Data

Undergraduate In-/Out-of-State Enrollment, Fall 2017	4,385 (96.637%) / 153 (3.37%)
Number of Approved Programs in 10 Yrs. (FY 2007- 2017)	5
Number of Terminated Programs in 10 Yrs. (FY 2007- 2017)	0

Industry related Occupational Wages and Projections in South Carolina, 2014 – 2024*

Occupational Field¹	2016 Median Income²	2014 Estimated Employment³	2024 Projected Employment	Total 2014-2024 Employment Change	2014-2024 Annual Avg. Percent Change	Total Percent Change
Healthcare Support	\$24,500	57,480	71,496	14,016	2.21%	24.38%

¹ “Occupational Field” represents the closest related occupation category that includes the occupations aligned with the program proposal.

² SC Department of Employment & Workforce (DEW), Labor Market Information. (2018). Occupational Wage Rates for Multiple Occupations in South Carolina in 2014-2024 [Data file]. Retrieved from <https://jobs.scworks.org/vosnet/lmi/default.aspx?pu=1>

³ SC Department of Employment & Workforce (DEW), Labor Market Information. (2018). Occupational Projections (Long-term) for Multiple Occupations in South Carolina in 2014-2024 [Data file]. Retrieved from <https://jobs.scworks.org/vosnet/lmi/default.aspx?pu=1>

* Data downloaded October 8, 2018

NEW PROGRAM PROPOSAL FORM

Name of Institution: York Technical College

Name of Program (include degree designation and all concentrations, options, or tracks):
Associate in Applied Science, Surgical Technology

Program Designation:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Associate's Degree | <input type="checkbox"/> Master's Degree |
| <input type="checkbox"/> Bachelor's Degree: 4 Year | <input type="checkbox"/> Specialist |
| <input type="checkbox"/> Bachelor's Degree: 5 Year | <input type="checkbox"/> Doctoral Degree: Research/Scholarship (e.g., Ph.D. and DMA) |
| <input type="checkbox"/> Doctoral Degree: Professional Practice (e.g., Ed.D., D.N.P., J.D., Pharm.D., and M.D.) | |

Consider the program for supplemental Palmetto Fellows and LIFE Scholarship awards?

- Yes
 No

Proposed Date of Implementation: Fall 2020

CIP Code: 51.0909

Delivery Site(s): York Technical College, Main Campus

Delivery Mode:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Traditional/face-to-face
*select if less than 25% online | <input type="checkbox"/> Distance Education |
| | <input type="checkbox"/> 100% online |
| | <input type="checkbox"/> Blended/hybrid (50% or more online) |
| | <input type="checkbox"/> Blended/hybrid (25-49% online) |
| | <input type="checkbox"/> Other distance education (explain if selected) |

Program Contact Information (name, title, telephone number, and email address):

Sandra Farley, CST, FAST
Department Chair Surgical Technology
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Institutional Approvals and Dates of Approval (include department through Provost/Chief Academic Officer, President, and Board of Trustees approval):

York Technical College Area Commission – January 9, 2018
State Board for Technical and Comprehensive Education – May 22, 2018

Background Information

State the nature and purpose of the proposed program, including target audience, centrality to institutional mission, and relation to the strategic plan.

York Technical College (YTC) seeks to offer an Associate in Applied Science degree with a major in Surgical Technology. Students completing this degree may seek employment in hospitals, surgery centers, and doctors' offices. The program's objective is to prepare students for entry level positions in this progressive field.

York Technical College's mission is building our community through maximizing student success. Since 1992, a diploma in Surgical Technology has been offered at YTC. Historically, surgical technology programs have been nine to 12 months in length. Surgery, however, has become increasingly more challenging as technology advances, due to laser and robotic surgery. The challenge of meeting the demands for expert assistance during surgical procedures has revealed the need for a broader and deeper educational background for the surgical technologist. The development of each edition of the *Core Curriculum for Surgical Technology*, the educational standard for all surgical technology programs, reflects the demand for the educational preparation of surgical technologists who incorporate critical thinking skills as a component in the provision of quality surgical patient care.

Accordingly, with the publishing of the *Core Curriculum for Surgical Technology*, 6th edition, it has also become a realization that the training required for entry-level into the profession is difficult to achieve in a 12-month program. This is a driving factor for many schools when developing a surgical technology program and the recognition that the only way the student will be adequately trained is through the completion of an associate degree-level program.

Assessment of Need

Provide an assessment of the need for the program for the institution, the state, the region, and beyond, if applicable.

Nationally, there were a total of 107,700 jobs in 2016 as reported by the US Bureau of Labor Statistics. Employment of surgical technologists is projected to grow 12 percent from 2016 to 2026, faster than the average for all occupations. Advances in medical technology have made surgery safer and more operations are being performed to treat a variety of illnesses and injuries (<https://www.bls.gov/ooh/Healthcare/Surgical-technologists.htm#tab-1>).

According to the US Bureau of Labor Statistics, there are approximately 1,530 – 2,500 surgical technologist positions in South Carolina. For jobs in South Carolina, an online search conducted on October 13, 2017 through SC Works yielded a list of 92 positions available for surgical technologists across the state. In South Carolina, there are approximately 80 hospitals ranging in size from 25 beds to 709. The total number of hospitals is one portion of employment opportunities and does not include the numerous surgical employment opportunities which includes out-patient/same-day surgery centers and physicians' offices.

In the Piedmont region of South Carolina, an online search conducted on October 13, 2017 through SC Works yielded a list of nine positions available for surgical technologists. Within this region, there are several large hospitals and numerous surgical employment opportunities.

Transfer and Articulation

Identify any special articulation agreements for the proposed program. Provide the articulation agreement or Memorandum of Agreement/Understanding.

This program is not designed for transfer and there are currently no plans to initiate 2+2 opportunities. York Technical College would consider opportunities with four-year colleges and universities, such as Winthrop University and Francis Marion University, that offer baccalaureate degrees in fields related to or an enhancement to Surgical Technology. However, this program is intended as a terminal degree that leads to employment.

Employment Opportunities

Occupation	State		National		Data Type and Source
	Expected Number of Jobs	Employment Projection	Expected Number of Jobs	Employment Projection	
Surgical Technologist	270	2016-2026	12,600	2016-2026	U.S. Bureau of Labor Statistics

Supporting Evidence of Anticipated Employment Opportunities

Provide supporting evidence of anticipated employment opportunities for graduates.

In August 2017, an employment needs assessment survey was conducted within the college’s service area of York, Chester, and Lancaster counties. Seven employers were contacted and 3 employers responded (43% response rate). Employers indicated a total number of 38 positions (28 full-time and 10 part-time). Full-time annual salaries ranged from \$18,000 to \$36,900. Part-time annual salaries ranged from \$18,460 to \$18,950.

Chris Cimino, Career Resources Program Director at YTC, analyzed the survey results and made the following determination; “Based on the results received for new and existing positions, there appears to be enough support for an associate degree in Surgical Technology in our service area.”

Description of the Program

Projected Enrollment			
Year	Fall Headcount	Spring Headcount	Summer Headcount
2020-2021	20	20	17
2021-2022	36	34	17
2022-2023	36	34	17

Explain how the enrollment projections were calculated.

The proposed degree would replace the current Surgical Technology diploma offering. Using historical data obtained through the college's Institutional Effectiveness and Research Office, there has been consistent enrollment of 20 students each year. The new degree will continue to admit 20 students each year based upon the clinical facilities' capacity in the YTC service area.

The last class of students in the diploma program will be admitted in August 2019 and complete the program in August 2020.

Besides the general institutional admission requirements, are there any separate or additional admission requirements for the proposed program? If yes, explain.

Yes

No

1. High school graduate or equivalent
2. Test for Essential Academic Skills (TEAS) test with a minimum Basic score of 50%.
3. SAT scores of 480 Critical Reading and 540 Math, or
SAT (2016) score of 480 Reading/Writing and 570 Math
OR
ACT scores 21 English and 23 Math
SAT/ACT scores must be no more than 5 years old at the time student seeks admission to the Surgical Technology Program
OR
Accuplacer (95 Reading Comp, 75 Sentence Skill, 90 Arithmetic, and 57 Elem. Algebra)
OR
2.5 Cumulative GPA in the general education courses required in the degree program

Curriculum

New Courses

List and provide course descriptions for new courses.

No new courses are required.

Total Credit Hours Required: 68

Curriculum by Year					
Course Name	Credit Hours	Course Name	Credit Hours	Course Name	Credit Hours
Year 1					
Fall		Spring		Summer	
COL 101 College Orientation	1	SUR 103 Surgical Procedures I	4	SUR 110 Intro to Surgical Prac.	5
SUR 101 Intro to Surgical Tech.	5	SUR 104 Surgical Procedures II	4	AHS 121 Pharmacology	2
SUR 102 Applied Surgical Tech.	5	SUR 123 Sterile Processing Technology	3	ENG 101 English Composition I	3
AHS 102 Medical Terminology	3	SUR 125 Sterile Processing Practicum	5		
BIO 112 Basic A & P	4	BIO 134 Fundamental Micro Concepts	2		
Total Semester Hours	18	Total Semester Hours	18	Total Semester Hours	10
Year 2					
Fall		Spring		Summer	
SUR 111 Basic Surgical Practicum	7	SUR 105 Surgical Procedures III	4		
PSY 201 General Psychology	3	SUR 120 Surgical Seminar	2		
MAT 103 Quantitative Reasoning	3	PHI 110 Ethics	3		
Total Semester Hours	13	Total Semester Hours	9	Total Semester Hours	

The courses listed below will be added to the proposed program. These courses are existing courses from the SC Technical College System Catalog of Approved Courses.

- AHS 121 – Basic Pharmacology (2 credit hours): This course covers the nature of drugs, their actions in the body, and side effects.
- BIO 134 – Fundamental Microbiology Concepts (2 credit hours): This course is a study of the basic fundamental concepts of microbial physiology, human microbial interactions, major systemic diseases, and disease control measures.
- PHI 110 – Ethics (3 credit hours): This course is a study of the moral principles of conduct emphasizing ethical problems and modes of ethical reasoning.

- SUR 123 – Sterile Processing Technology (3 credit hours): This course provides detailed study of the preparation and processing procedures of surgical instruments.
- SUR 125 – Sterile Processing Practicum (5 credit hours): This course presents the applications of sterile processing theory in the clinical setting.
- SUR 105 – Surgical Procedures III (4 credit hours): This course is a study of advanced specialties of surgical procedures.

Similar Programs in South Carolina offered by Public and Independent Institutions

Identify the similar programs offered and describe the similarities and differences for each program.

Program Name and Designation	Total Credit Hours	Institution	Similarities	Differences
Associate of Applied Science	96 quarter credit hours	Virginia College	<ul style="list-style-type: none"> • The program is accredited by the Commission of Allied Health Education Programs/Accreditation Review Council on Educational in Surgical Technology and Surgical Assisting. • The curriculum is aligned with the Association of Surgical Technologist Core Curriculum, 6th edition. • General education requirements include courses in English/Communications, Humanities/Fine Arts, Mathematics, and Social/Behavioral Sciences. 	<ul style="list-style-type: none"> • Two “foundation” courses – EDU 1010/Learning Framework and EDU 1020/Career Exploration/Planning (4 quarter credit hours each) • Twelve quarter credit hours in Communications • No College Orientation/Success course required
Associate of Applied Science	92 quarter credit hours	Miller Motte Technical College	<ul style="list-style-type: none"> • The program is accredited by the Commission of Allied Health Education Programs/Accreditation Review Council on Educational in Surgical Technology and Surgical Assisting. 	<ul style="list-style-type: none"> • No required course in Medical Terminology • No College Orientation/Success course required

			<ul style="list-style-type: none">• The curriculum is aligned with the Association of Surgical Technologist Core Curriculum, 6th edition.• General education requirements include courses in English/Communications, Mathematics, Social/Behavioral Sciences.	
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Faculty

Rank and Full- or Part-time	Courses Taught for the Program	Academic Degrees and Coursework Relevant to Courses Taught, Including Institution and Major	Other Qualifications and Relevant Professional Experience (e.g., licensures, certifications, years in industry, etc.)
Full-time	SUR 101, SUR 104, SUR 120	Surgical Technology Diploma Associate Degree in Occupational Technology	Certified Surgical Technologist (CST), Certified Registered Central Service Technician (CRCST) 21 years
Full-time	SUR 102, SUR 103, SUR 110, SUR 111, SUR 105	Surgical Technology Diploma	CST, 25 years
Part-time	SUR 123, SUR 125	Surgical Technology Diploma	CST, CRCST 25 years

Total FTE needed to support the proposed program:

Faculty: 1.25

Staff: .25

Administration: 1.0

Faculty, Staff, and Administrative Personnel

Discuss the Faculty, Staff, and Administrative Personnel needs of the program.

There are two existing full-time faculty members in the diploma program, the department chair (administration) and the instructor/clinical supervisor. Both of these full-time faculty will transition into the new degree program and continue teaching courses, supervising labs, and carrying clinical responsibilities in the new degree program. The existing part-time faculty would teach one additional course in the new program.

Resources

Library and Learning Resources

Explain how current library/learning collections, databases, resources, and services specific to the discipline, including those provided by PASCAL, can support the proposed program. Identify additional library resources needed.

The library provides many resources that will adequately support the proposed associate degree in Surgical Technology. The library possesses over 20 print titles dealing with surgical technology within the library's print collection of 28,128 items including books, DVDs, and audiobooks, all searchable through the online catalog. Additionally, the collection contains approximately 60 titles on various topics related to surgery and surgical technology.

The library also provides electronic access to CINAHL Plus with Full Text, Medline Full Text, Primal's 3D Anatomy and Physiology, EBSCO's Health Source: Nursing/Academic Edition, and Gale's Nursing Resource Center, as well as over 200 publications pertaining to surgery and surgical technology.

Additionally, the library offers 101 other multidisciplinary databases with access to millions of magazine, newspaper, and journal articles, as well as eBooks, images, and videos. All of these electronic resources can be accessed 24/7 on- and off-campus.

For shared collection development, the library is a member of the South Carolina Information & Library Services (SCILS) consortium as well as the Partnership Among South Carolina Academic Libraries (PASCAL) which grants the library access to PASCAL Delivers, a state-wide borrowing system.

The stacks area of the library covers over 9,000 square feet and houses the print collection. To support ease of access, the library also offers specialized accessibility equipment. The library has 27 computers for student use and the campus is equipped with a Wi-Fi network to enable access to resources and collections via personal electronic devices. The IT Helpdesk is also located within the library for convenient assistance with technology issues.

The materials currently provided by the library as well as future funding are sufficient to support the Surgical Technology program.

Student Support Services

Explain how current academic support services will support the proposed program. Identify new services needed and provide any estimated costs associated with these services.

Counseling Services offers support to students in a confidential and professional environment, working with students to understand their academic status and develop a plan for success. Students facing personal matters can discuss their concerns with a member of the College's trained counseling staff to receive guidance and support. As needed, counselors also can refer students to community agencies for assistance. York Tech also offers the Student Assistance program, a free service that allows students a limited number of free visits with a counselor off-campus.

The Student Engagement component of Counseling and Support Services strives to connect students with appropriate opportunities to interact with other students, and college personnel, in order to positively impact student success.

The Special Resources Office coordinates services and accommodations for students with documented disabilities, including but not limited to physical, learning and psychological disabilities. These services provide equal educational opportunities to students by minimizing the impact of functional limitations on their academic lives.

The Student Success Center houses the PROMISE Program to support targeted student populations.

There are no additional estimated costs associated with providing student support services for this new program.

Physical Resources/Facilities

Identify the physical facilities needed to support the program and the institution's plan for meeting the requirements.

The college's existing physical facilities are sufficient. The program will be located in Building A on York Technical College's main campus at 452 S. Anderson Road in Rock Hill, SC. All classrooms in Building A are outfitted as "smart classrooms" which contain computers with Internet access, in-ceiling mounted projectors, and audio/visual capabilities.

The program will utilize the existing dedicated Surgical Technology lab space, located in Building A. It contains a large instrumentation room, two surgical suites and scrub areas. The lab houses a great variety of surgical instruments and equipment, as well as numerous surgical supplies. A recent acquisition of a surgical simulator allows students to participate in realistic mock surgical procedure training.

Equipment

Identify new instructional equipment needed for the proposed program.

No additional equipment will be needed for the proposed program. The existing equipment used for the diploma program will be used in the degree program.

Impact on Existing Programs

Will the proposed program impact existing degree programs or services at the institution (e.g., course offerings or enrollment)? If yes, explain.

Yes

No

Financial Support

Sources of Financing for the Program by Year												
Category	1 st		2 nd		3 rd		4 th		5 th		Grand Total	
	New	Total	New	Total	New	Total	New	Total	New	Total	New	Total
Tuition Funding	\$0	\$151,300	\$0	\$208,080	\$0	\$208,080	\$0	\$208,080	\$0	\$208,080	\$0	\$983,620
Program-Specific Fees	\$0	\$25,130	\$0	\$34,002	\$0	\$34,002	\$0	\$34,002	\$0	\$34,002	\$0	\$161,138
Special State Appropriation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	\$0	\$0	\$0	\$0
Reallocation of Existing Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	\$0	\$0	\$0	\$0
Federal, Grant, or Other Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	\$0	\$0	\$0	\$0
Total	\$0	\$176,430	\$0	\$242,082	\$0	\$242,082	\$0	\$242,082	\$0	\$242,082	\$0	\$1,144,758
Estimated Costs Associated with Implementing the Program by Year												
Category	1 st		2 nd		3 rd		4 th		5 th		Grand Total	
	New	Total	New	Total	New	Total	New	Total	New	Total	New	Total
Program Administration and Faculty/Staff Salaries	\$3,011	\$3,011	\$3,011	\$3,011	\$3,011	\$3,011	\$3,011	\$3,011	\$3,011	\$3,011	\$15,055	\$15,055
Facilities, Equipment, Supplies, and Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Library Resources	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other (specify)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$3,011	\$3,011	\$3,011	\$3,011	\$3,011	\$3,011	\$3,011	\$3,011	\$3,011	\$3,011	\$15,055	\$15,055
Net Total (Sources of Financing Minus Estimated Costs)	\$173,419	\$173,419	\$239,071	\$239,071	\$239,071	\$239,071	\$239,071	\$239,071	\$239,071	\$239,071	\$1,129,703	\$1,129,703

Note: New costs - costs incurred solely as a result of implementing this program. Total costs - new costs; program's share of costs of existing resources used to support the program; and any other costs redirected to the program.

Budget Justification

Provide an explanation for all costs and sources of financing identified in the Financial Support table. Include an analysis of cost-effectiveness and return on investment and address any impacts to tuition, other programs, services, facilities, and the institution overall.

No new costs will be incurred other than employing the part-time instructor for the spring term. The estimated total is \$3,011 annually for the one additional course to be taught.

Evaluation and Assessment

Program Objectives	Student Learning Outcomes Aligned to Program Objectives	Methods of Assessment
Practice professionalism	Each Student will demonstrate professionalism by being punctual, prepared, prudent, progressive, proactive, passionate, and providing patient centered care. (SUR 105 Surgical Procedures III)	Instructor observation of student performance in class, lab and clinical setting and evaluation of preceptor feedback, grading rubric will be used for assessment of student performance. A minimum course grade of 80% is required for successful completion.
Demonstrate effective communication skills	Each student will demonstrate effective communication and teamwork with instructors and in the clinical setting. (SUR 105 Surgical Procedures III)	Instructor observation of student performance in class, lab and clinical setting and evaluation of preceptor feedback, grading rubric will be used for assessment of student performance. A minimum course grade of 80% is required for successful completion.
Provide patient safety in operating room	Each student will successfully explain safe patient care practices in the operating room by oral presentation of a student-created power point presentation. (SUR 103/Surgical Procedures I)	Instructor observation of student presentation, grading rubric will be used for assessment of student performance. A minimum score of 80% is required for successful completion.
Appropriately prepare operating room	Demonstrate techniques for opening and preparing supplies and instruments needed for operative procedure while maintaining sterile technique at all times. (SUR 110 Introduction to Surgical Practicum)	Instructor observation of student performance in lab and clinical setting and evaluation of preceptor feedback, grading rubric will be used for assessment of student performance. A minimum course grade of 80% is required for successful completion.
Accurately set up and maintain sterile field	Each student will demonstrate proper asepsis, sterile technique and surgical conscience by successful completion of the "master skills check-off". (SUR 102/Applied Surgical Technology)	Instructor observation of student performance during "master skills check off", grading rubric will be used to assess student. A minimum score of 80% is required for successful completion.

Appropriately handle medications	Each student will competently calculate medication conversions and tabulate dosages in preparation and management of medications and solutions on the sterile field through completion of the “competency assessment”. (SUR 101/Introduction to Surgical Technology)	The “competency assessment” form will be evaluated by the instructor to determine student’s ability to correctly calculate medication conversions and tabulate dosages. A minimum score of 80% is required for successful completion.
Perform intraoperative case management according to established standards	Each student will competently demonstrate intraoperative handling of sterile equipment and supplies and will assist the surgeon as instructed. (SUR 111 Basic Surgical Practicum)	Instructor observation of student in the clinical setting and evaluation of preceptor feedback to assess the students’ performance. A minimum course score of 80% is required for successful completion.
Assume responsibility for accurately caring/handling of specimens	Each student will accurately handle, identify and care for specimens. (SUR 110 Introduction to Surgical Practicum)	Instructor observation of student performance in lab and clinical setting and evaluation of preceptor feedback, grading rubric will be used for assessment of student performance. A minimum course grade of 80% is required for successful completion.
Properly clean and disinfect operating rooms and adjacent areas	Each student will identify and perform proper cleaning procedures, in the operative environment and adjacent areas. (SUR 111 Basic Surgical Practicum)	Instructor observation of student performance in lab and clinical setting and evaluation of preceptor feedback, grading rubric will be used for assessment of student performance. A minimum course grade of 80% is required for successful completion.
Process supplies and instruments for sterilization according to established standards	Each student will correctly demonstrate instrument care, handling for all three phases of the instrument cycle. (SUR 125 Sterile Processing Practicum)	Instructor observation of student performance in lab and clinical setting and evaluation of preceptor feedback, grading rubric will be used for assessment of student performance. A minimum course grade of 80% is required for successful completion.
Assist with circulating duties	Each student will competently perform assistant circulating duties such as preparing the OR, transporting and positioning of the patient, performing the skin prep. (SUR 110 Introduction to Surgical Practicum)	Instructor observation of student performance in lab and clinical setting and evaluation of preceptor feedback, grading rubric will be used for assessment of student performance. A minimum course grade of 80% is required for successful completion.
Accurately maintain inventory supply	Each student will participate in maintaining the inventory supply in	Instructor observation of student performance in the clinical setting and evaluation of preceptor

	<p>each OR according to hospital policy.</p> <p>(SUR 125 Sterile Processing Practicum)</p>	<p>feedback, grading rubric will be used for assessment of student performance. A minimum course grade of 80% is required for successful completion.</p>
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Explain how the proposed program, including all program objectives, will be evaluated, along with plans to track employment. Describe how assessment data will be used.

The proposed program, including all program objectives, will be evaluated through a variety of methods. The current diploma program is accredited by the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARCSTSA) and the proposed program will also be accredited. In compliance with an accreditation requirement, an annual report is submitted each July. This report includes graduates’ pass rates on the Certified Surgical Technologist (CST) national examination. The CST exam is a comprehensive assessment that covers the knowledge and skills common to competent entry-level surgical technologists. To gain employment in South Carolina, surgical technologists must hold the CST credential. Additionally, the results of professional examinations (including CST) are reported to the Commission on Higher Education each year.

In conjunction with the annual institutional effectiveness process, York Technical College requires all academic departments to identify and assess student learning outcomes for all programs. At the beginning of the academic year, each program identifies the learning outcomes and the plan for measurement which includes identification of success criteria. The student learning outcomes for the program are embedded into the applicable courses and assessed as the courses are taught. The data are analyzed and reported along with a specific action plan for improvement at the conclusion of the academic year. The action plan will be incorporated into the student learning outcomes in the subsequent year in an effort to achieve continuous improvement in student success.

York Technical College carefully monitors a variety of data which are used in numerous ways such as daily operations, decision making, budgeting, and long range planning. Data on enrollment, retention, completion, and graduate placement (employment) are continuously reviewed. The Annual Program Review process within the SC Technical College System includes reporting on graduates’ employment. Each year, program faculty connect with students prior to graduation and request that they report the following upon starting a job in the field: employer name, industry, position title, location. Additionally, data on graduate employment are reported annually to the ARCSTSA. These processes will continue for the proposed program.

Accreditation and Licensure/Certification

Will the institution seek program-specific accreditation (e.g., CAEP, ABET, NASM, etc.)? If yes, describe the institution's plans to seek accreditation, including the expected timeline.

- Yes
 No

The current diploma program has a programmatic accreditation through the Commission on Accreditation of Allied Health Education Programs (CAAHEP) that was awarded November 15, 2013. The current programmatic accreditation will remain in effect for an associate degree program until the next evaluation cycle. The program anticipates a programmatic accreditation site-visit sometime in 2021.

Once approval to move forward with the associate degree has been received all curriculum changes and documentation will be submitted to the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA) for review and approval.

Once approved, the associate degree will replace the current diploma program in accordance with a recommendation from the professional organizations in the field, the Association of Surgical Technologists, the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting, and the National Board of Surgical Technology and Surgical Assisting. An excerpt from a letter dated April 2017 is provided below:

The current Commission on Accreditation of Allied Health Education Programs (CAAHEP) Accreditation Standards for surgical technology were adopted in 2013 and include a Guideline related to Standard I.A. stating, *"Projected for August 1, 2021, all sponsoring institutions should award a minimum of an Associate Degree at the completion of the program."*

Will the proposed program lead to licensure or certification? If yes, identify the licensure or certification.

- Yes
 No

Explain how the program will prepare students for this licensure or certification.

Graduates of an accredited Surgical Technology program, are eligible to sit for the national certification exam administered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA). Upon successful completion, the candidate will be awarded the CST (Certified Surgical Technologist) credential. In South Carolina, this certification is required by law for employment as detailed below:

(B)(1) A person may not practice surgical technology in a health care facility unless the person meets one of the following requirements:

(a) has successfully completed an accredited educational program for surgical technologists and holds and maintains the Surgical Technologist Certification administered by the National Board of Surgical Technology and Surgical Assisting, or its successor; however, upon completion of an accredited education program for surgical

technologists, graduates may practice for up to three months before completing certification by the National Board of Surgical Technology and Surgical Assisting, or its successor;

(b) has completed an appropriate training program for surgical technology in the United States Army, Navy, Air Force, Marine Corps, or Coast Guard or in the United States Public Health Service;

(c) provides evidence that the person was employed to practice surgical technology in a health care facility in this State prior to January 1, 2008; or

(d) is in the service of the federal government, to the extent the person is performing duties related to that service.

http://www.scstatehouse.gov/sess117_2007-2008/bills/3721.htm

If the program is an Educator Preparation Program, does the proposed certification area require national recognition from a Specialized Professional Association (SPA)? If yes, describe the institution's plans to seek national recognition, including the expected timeline.

Yes

No