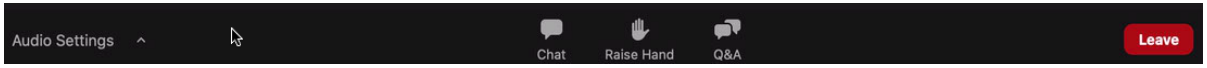
Assessing Resources: Why Is It Important And How To Incorporate It Into Your Program

June 11, 2020

Ways to Participate

Have a question? Type it in the **Question & Answer** window:

1. Open the Q&A window.
2. Type your question into the Q&A box. Click **Send**.
3. The host will reply back either via text in the Q&A window or will answer your question live.



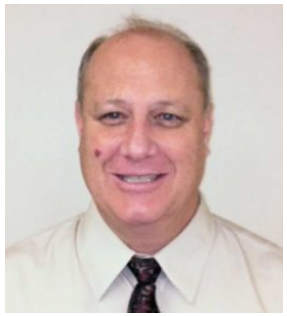
Have a Best Practice? Type it in the **Chat** window

1. Open the **Chat** window.
2. Type your best practice. Tap Enter on keyboard.

The Panelists

George W Hatch, Jr
Executive Director

Jennifer Anderson Warwick
Accreditation Consultant



Jeff McDonald
Day Job: PD, Tarrant Co College (Texas)

Volunteer Role:
Board Member

Mike Miller
Day Job: PD, Creighton Univ (Nebraska)

Volunteer Role:
Board Member

Patricia Tritt
Day Job: Director of Instruction, AMR Learning

Volunteer Role:
Past Board Member

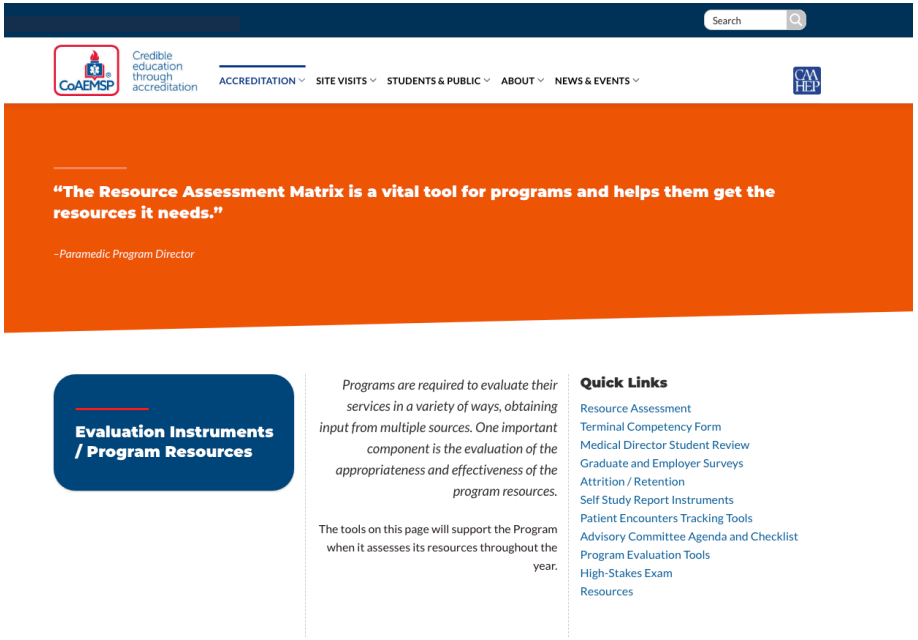
We will answer the questions

What does it mean to assess resources?

What tools should you use?

How often should a program assess its resources?

Resources
www.coaemsp.org



CoAEMSP
Credible education through accreditation

Committee on Accreditation
of Educational Programs for the
Emergency Medical Services Professions

CoAEMSP

Program Review and Analysis

including tools to use

Evaluation includes a variety of tools, administered at specific points throughout the Program. Guidelines for administration, analysis, and implementation are identified. See http://coaemsp.org/Evaluations.htm for the tools to assist programs with conducting the evaluations.

Instructor Evaluations

1. New faculty members, adjunct/skill instructors, and content experts should be evaluated with sufficient frequency to determine student reception and identify areas that require counseling or positive feedback.
2. Program Directors should observe and evaluate experienced faculty members at least annually.
3. Evaluations should be reviewed with the individuals: document notes of the topics discussed and feedback and direction provided. These observations may become part of a professional development plan.

Tool(s) to use

- evaluation tool completed by the student of an individual instructor (needs to be developed by program)
- evaluation tool completed by the program director of an individual instructor (needs to be developed by program)
- annual performance appraisal, which includes the skill, knowledge and abilities of the instructor (developed by program)

Clinical and Field Internship Evaluations

1. All clinical sites must be evaluated by each student.
2. Each capstone field internship preceptor must be evaluated by each student.

Tool(s) to use

- evaluation tool to evaluate the clinical site (developed by program or vendor tool)
- evaluation tool to evaluate the field preceptors on an individual basis (developed by program or vendor tool)

Course Evaluations

1. Evaluations should be distributed and collected at the end of each term.
2. A final course/program evaluation should be required once the capstone field internship is complete.
3. The Program Director should review the evaluations and compile a list of positives/issues using a course summary report format.
4. The course/program evaluations should be reviewed with the appropriate instructor(s).
5. The course/program evaluations and course summary report may be reviewed with the school leaders.
6. The course/program evaluations should be reviewed with the Program Medial Director.

November 2017

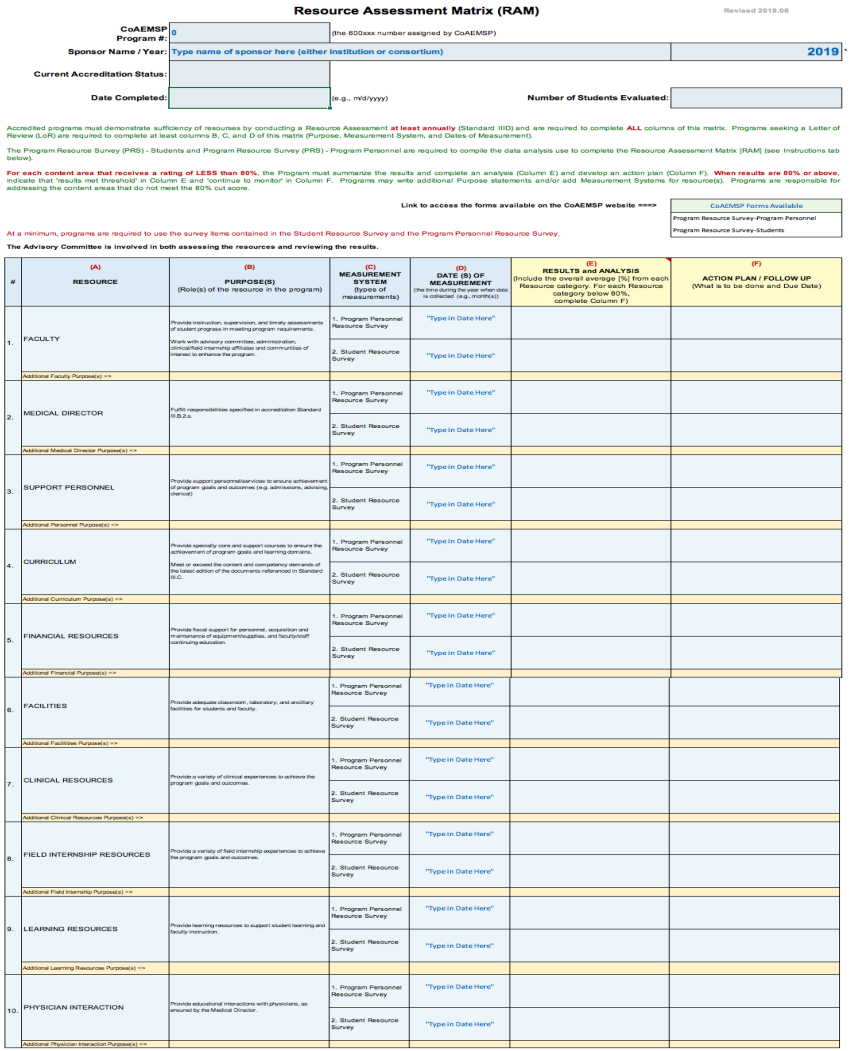
Tools to Assess Resources

www.coaemsp.org > ACCREDITATION > RESOURCE LIBRARY

- Program Resource Survey - Students
- Program Resource Survey - Program Personnel
  - program faculty
  - Medical Director
  - Advisory Committee members
- Resource Assessment Matrix (RAM)

10 Components Evaluated

1. Program faculty
2. Medical Director
3. Support personnel
4. Curriculum
5. Financial resources
6. Facilities
7. Hospital and clinical resources
8. Capstone field internship resources
9. Learning resources
10. Physician interaction



Resource Assessment Matrix (RAM)

Revised 2019.06

CoAEMSP Program #: 0 (the 600xxx number assigned by CoAEMSP)

Sponsor Name / Year: Type name of sponsor here (either institution or consortium) 2019

Current Accreditation Status:

Date Completed: (e.g., m/d/yyyy) Number of Students Evaluated:

Accredited programs must demonstrate sufficiency of resources by conducting a Resource Assessment **at least annually** (Standard IIID) and are required to complete **ALL** columns of this matrix. Programs seeking a Letter of Review (LoR) are required to complete at least columns B, C, and D of this matrix (Purpose, Measurement System, and Dates of Measurement).

The Program Resource Survey (PRS) - Students and Program Resource Survey (PRS) - Program Personnel are required to compile the data analysis use to complete the Resource Assessment Matrix [RAM] (see Instructions tab below).

For each content area that receives a rating of LESS than 80%, the Program must summarize the results and complete an analysis (Column E) and develop an action plan (Column F). **When results are 80% or above**, indicate that 'results met threshold' in Column E and 'continue to monitor' in Column F. Programs may write additional Purpose statements and/or add Measurement Systems for resource(s). Programs are responsible for addressing the content areas that do not meet the 80% cut score.

Link to access the forms available on the CoAEMSP website ===>

CoAEMSP Forms Available
Program Resource Survey-Program Personnel
Program Resource Survey-Students

At a minimum, programs are required to use the survey items contained in the Student Resource Survey and the Program Personnel Resource Survey.

The Advisory Committee is involved in both assessing the resources and reviewing the results.

#	(A) RESOURCE	(B) PURPOSE(S) (Role(s) of the resource in the program)	(C) MEASUREMENT SYSTEM (types of measurements)	(D) DATE (S) OF MEASUREMENT (the time during the year when data is collected (e.g., month(s))	(E) RESULTS and ANALYSIS (Include the overall average (%) from each Resource category. For each Resource category below 80%, complete Column F)	(F) ACTION PLAN / FOLLOW UP (What is to be done and Due Date)
1.	FACULTY	Provide instruction, supervision, and timely assessments of student progress in meeting program requirements. Work with advisory committee, administration, clinical/field internship affiliates and communities of interest to enhance the program.	1. Program Personnel Resource Survey	"Type in Date Here"		
			2. Student Resource Survey	"Type in Date Here"		
	Additional Faculty Purpose(s) =>					
2.	MEDICAL DIRECTOR	Fulfill responsibilities specified in accreditation Standard II.B.2.a.	1. Program Personnel Resource Survey	"Type in Date Here"		
			2. Student Resource Survey	"Type in Date Here"		
	Additional Medical Director Purpose(s) =>					
3.	SUPPORT PERSONNEL	Provide support personnel/services to ensure achievement of program goals and outcomes (e.g. admissions, advising, clerical)	1. Program Personnel Resource Survey	"Type in Date Here"		
			2. Student Resource Survey	"Type in Date Here"		
	Additional Personnel Purpose(s) =>					
4.	CURRICULUM	Provide specialty core and support courses to ensure the achievement of program goals and learning domains. Meet or exceed the content and competency demands of the latest edition of the documents referenced in Standard II.C.	1. Program Personnel Resource Survey	"Type in Date Here"		
			2. Student Resource Survey	"Type in Date Here"		
	Additional Curriculum Purpose(s) =>					
5.	FINANCIAL RESOURCES	Provide fiscal support for personnel, acquisition and maintenance of equipment/supplies, and faculty/staff continuing education.	1. Program Personnel Resource Survey	"Type in Date Here"		
			2. Student Resource Survey	"Type in Date Here"		
	Additional Financial Purpose(s) =>					
6.	FACILITIES	Provide adequate classroom, laboratory, and ancillary facilities for students and faculty.	1. Program Personnel Resource Survey	"Type in Date Here"		
			2. Student Resource Survey	"Type in Date Here"		
	Additional Facilities Purpose(s) =>					
7.	CLINICAL RESOURCES	Provide a variety of clinical experiences to achieve the program goals and outcomes.	1. Program Personnel Resource Survey	"Type in Date Here"		
			2. Student Resource Survey	"Type in Date Here"		
	Additional Clinical Resources Purpose(s) =>					
8.	FIELD INTERNSHIP RESOURCES	Provide a variety of field internship experiences to achieve the program goals and outcomes.	1. Program Personnel Resource Survey	"Type in Date Here"		
			2. Student Resource Survey	"Type in Date Here"		
	Additional Field Internship Purpose(s) =>					
9.	LEARNING RESOURCES	Provide learning resources to support student learning and faculty instruction.	1. Program Personnel Resource Survey	"Type in Date Here"		
			2. Student Resource Survey	"Type in Date Here"		
	Additional Learning Resources Purpose(s) =>					
10.	PHYSICIAN INTERACTION	Provide educational interactions with physicians, as ensured by the Medical Director.	1. Program Personnel Resource Survey	"Type in Date Here"		
			2. Student Resource Survey	"Type in Date Here"		
	Additional Physician Interaction Purpose(s) =>					

What assessments are required?

What tools/questions are required?

How do you use the Resource Assessment tool?

When is the RAM required?

What other assessments should a program incorporate?

What should the program do with the results?

How to get maximum participation?

Takeaways to Assessing Resources

- Program Director is responsible
- Programs must have a plan to survey students from all cohorts, faculty, Medical Director, and the Advisory Committee
- Assess resources annually
- Review and discuss the results with faculty, administration, Medical Director, and Advisory Committee
- RAM is one building block for program assessment and improvement

Accreditation is

an everyday activity

Thank you.