

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Quarterly Narrative Progress Report  
Trade Adjustment Assistance Community College and Career Training  
(TAACCCT) Grants**

**Project Name:**

Health e-Workforce Consortium

**Grant Number:**

TC-23745-12-60-A-53

**Award Year:**

2012

**Report Quarter Ending:**

06/30/2014

**Date of Submission:**

08/13/2014

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**A. Quarterly Summary for Grant Activities**

Second annual on-site support visits to member colleges were completed this quarter by Bellevue College Lead staff. Overall, the Health eWorkforce Consortium is in excellent condition in the areas of curriculum and faculty development and initial implementations; veterans affairs; roll out of cloud based electronic medical record systems access; dissemination; Consortium infrastructure and audit readiness. Securing apprenticeship pilot sites and assisting one (of 9) co-grantees with compliance and goal attainment have been challenges this quarter. Curriculum Development is nearly complete; courses are being piloted. Participant count across the Consortium up to expected volume. The Consortium Employment and Student Affairs Specialist is facilitating Navigators in each college in the development, exchange and application of best practices. Bellevue Lead staff are enhancing member college curricula and making adjustments as indicated through pilot feedback. The first few Certified Associate in Health Information & Management Systems preparation course modules co-developed with the Stanford Open Learning Initiative are being tested by some Consortium faculty, with positive results. National dissemination and new curricula for EMR STAR and simulations are now on the front burner. Veterans Affairs: Contractor TIAG joined the project this quarter, providing leadership in veterans affairs. TIAGs Project Manager, a military veteran, immediately began meeting with local base representatives and Consortium staff, accelerating this somewhat neglected aspect of our work. The national Veterans health IT Career Initiative, implemented through contract with HIMSS, is far exceeding goals. Monthly webinars for veterans

interested in entering the health IT field are underway. EMR STAR development and pilot deployment is on track thanks to contractor termination and new contract award through competitive bid. The new partner, TIAG, has a robust technical infrastructure appropriate to Consortium needs and a communication protocol that is rapid, efficient and supportive of our continuous improvement process. As mentioned previously, the number of electronic medical systems that will ultimately be available for student use has been revised to 2 (from 5). As indicated by Consortium members, electronic medical record simulations will be developed to augment coursework.

## **B. Status Update on Leveraged Resources**

### **Provide an update on the organizations that contributed the resources:**

The Consortium Q7 leverage total is \$417,043. The primary source of leverage is the difference between consortium colleges negotiated indirect rates and the 8% of personnel (salary & fringe) that is charged to the grant. Another source of leverage for this reporting period were co-grantee staff contributions (those not covered under indirect or administrative costs and not employed by the grant). A third source of leverage is Microsoft's contribution to Pierce Colleges Health IT programs, by providing 35 student licenses and 1 instructor license for Microsoft Azure (Microsoft's cloud hosting service). This contribution is valued at \$37,400.

### **Provide an update on the ways in which the resources were used during the current quarter:**

Leveraged resources in Q7 largely stem from internal participation across the consortium colleges, primarily in the areas of instruction, curriculum (both the development and the improvement of HIT modules), and prior learning assessment (the policy and marketing of PLA). In concert with the quality improvement process for the curriculum developed under the grant, consortium colleges have focused on improving the tools that students have access to in the classroom. The best example of this effort is the contribution of 36 Microsoft Azure licenses for Pierce Colleges Health IT students and instructor.

### **Comments:**

Substantial leverage continues from the Carnegie-Mellon Open Learning Institute co-development project. Their participation is scheduled to be completed by the end of September 2014. We will account for their participation in the Q8 report upon the close-out of their involvement in the project.

**During this quarter, did you receive any additional leveraged resources beyond what is listed in your statement of work?**

Yes

## **C. Status Update on Employer(s) Involvement**

**Discuss how the required employer(s) has been involved during the current phase of the project.**

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

---

The Washington Health IT Industry Council continues to be a valuable asset to the Consortium. With access to membership in all health IT related professional associations and academic programs k-12 through graduate level, a pipeline of current information is available. The new President of Washington HIMSS has met with Consortium leadership and is enthusiastic regarding greater connection. Serial failure to secure apprenticeship sites is the only concern in this area.

**Outline specific roles and contributions of the employer(s) during this quarter.**

Member colleges are hardwiring new relationships to the health IT employers.

Examples: Bellingham Technical College partnered with a major employer (HINET) to create a program marketing video; Pierce College launched internships at Western State Hospital and Multi Care Health System; Peace Health is providing clinical sites for Whatcom Community College students; Bellevue College started working with internationally known Mayo Clinic to develop health IT training for incumbent workers.

**Identify any challenges encountered/resolved in the development and management of the employer involvement.**

Establishing apprenticeship pilot sites is a major hurdle. DoDs health service met with Bellevue College; the outcome is uncertain. Like Walter Reed, VA Medical, Rush Medical Center, VA Puget Sound and Multi Care Health, the difficulty lies in commitment to FTE funding and allocation of HR administrative effort. Bellevue College and two HIMSS vice presidents met with DoL Office of Apprenticeship this quarter. Significant attention and effort continues to be devoted to this initiative.

**Discuss new employers and commitments that may have been added to support the project.**

The Employment & Student Services Specialist is working with Member Colleges to establish internship & employment pipelines with local employers. Examples: Bellevue College presented to the Puget Sound Nursing Informatics group and connected with Object Oriented Design Group, who committed to work this summer and fall to establish internships. 27 students at Clover Park Technical College have been hired at various regional clinical sites. 19 of those students were hired where they interned.

**Comments:**

The Washington Military Transition Council is moving quickly to assist approximately 13,000 transitioning military personnel per month into training and employment, an estimated 60% of whom wish to stay in the region. The addition of the Consortium Veterans Affairs contractor this quarter has resulted in significant ingress to this effort. The Consortiums Employment and Student Services Specialists presence on the Joint Base Lewis McChord compliments the contractors actions and, together, assists soon to be veterans and their spouses. Discussion was undertaken this quarter with Madigan (Army) Medical Center regarding health IT apprenticeship in radiological technician career track.

**Have you had any consultation or advisory meetings with business or employer partners during this quarter?**

Yes

**Were there any direct hires of program of study completers by employer partners during this quarter?**

Yes

**Were internships or other work-based learning opportunities posted during this quarter?**

Yes

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

---

**Did you acquire any additional employer partners during this quarter?**

Yes

## **D. Timeline for Grant Activities and Deliverables**

### **General Comments:**

National dissemination of curricular and faculty resources began this quarter, including presentations to the National Association of Workforce Boards; California Emerging Technology Fund; National Science Foundation STEM Smart Summit; and the Government Health IT Summit. Consortium programs were exhibited at the American Medical Informatics Association Translational Biomedical Association and Medical Informatics World national conferences. Member colleges continue to frequently exhibit at veterans job fairs, health IT meet-ups and professional association meetings such as Washington HIMSS and Puget Sound Nursing Informatics Association. Bellevue Colleges co-development of curriculum to prepare learners for the CAHIMS exam continued on schedule this quarter with Gates Foundation-funded partner Stanford Open Learning Initiative. The first two of nine modules were released for trial to interested Consortium members. Enthusiastic response and constructive suggestions have resulted. The metrics driven, self-paced, interactive course will be completed October, 2014 and presented to the American Association of College Trustees at their November Congress. Progress on cloud based access to electronic medical records systems for students accelerated this quarter with the termination of the initial contractor and selection of another through a competitive bid process. This action has resulted in increased technical resources and support for member college instructors and students. Co-grantees now have access to the VA VistA and Open EMR applications. The initial vision included 3 proprietary systems, which has proven impossible to attain, even with the advocacy of HIMSS. The alternative, which grew organically from expressed need, is educational simulations. A competitive bid process for this exciting project will be undertaken next quarter.

**How many programs are you planning to offer?**

20

**As of this quarter, how many programs have you launched to date?**

20

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

---

**Activity ID:** 1

**Status:** Ongoing

**Activity Type:** Activity

**Project Goal:** Strategy 1.1 Activity 1

**Narrative:** Develop and pilot

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 10/09/2012

**Actual End:**

**Notes:** 02/09/2013: Contract executed. First of two apprenticeship pilot sites confirmed for first steps. Engaged in the Dept. of Labor work process documentation.

05/13/2013: Due to budget issues, Ft. Belvoir Community Hospital is unable to pilot the Health IT Apprenticeship as they had hoped. MultiCare Health System has agreed to be a pilot site. We continue to work with the VA medical system in Washington.

08/11/2013: Due to shortage in HR staffing, VA Medical Center Puget Sound has cancelled participation as an apprenticeship pilot site. Consortium staff is pursuing a replacement. Curriculum for CAHIMS interim credential is complete.

11/24/2013: Due to department consolidation and layoffs MultiCare Health Systems has cancelled participation as an apprenticeship pilot. Rush Medical Center and WA Tribes are being queried. Curriculum development is employer-specific, so must wait.

02/11/2014: This quarter contractor Dr. Lynn Wilson and I worked extensively with the Vice President of Information Services at Rush Medical Center (Chicago), including an in person meeting with hospital leadership. They will make a decision in February.

05/09/2014: Rush Medical Center has decided to create an "in house" internship program and will not pilot. Consulted Laura Ginsburg, DoL Office of Apprenticeship. She will facilitate a meeting with HIMSS to urge apprenticeship uptake among membership.

08/10/2014: Met with the CIO and staff of DoD's Health Service. They are pursuing apprenticeship pilot planning, but wary of necessary commitment to FTE. Met with DoL Office of Apprenticeship, and attended their IT roundtable in attempt to locate employer site.

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**Activity ID:** 2

**Status:** Ongoing

**Activity Type:** Activity

**Project Goal:** Strategy 2.1 Activity 1

**Narrative:** Develop, review, implement, and disseminate

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 01/02/2013

**Actual End:**

**Notes:** 02/10/2013: On track for on-time implementation of programs. Creating credentials portable across multiple colleges is problematic but worthy work. Evidence-based standards for course materials are defined; an all-day training in online learning was held.

05/13/2013: First deliverable, IT Common Core Curriculum, is complete. Individual member colleges are engaged in certificate development to Consortium standards, and gaining organizational

approval to pilot them in the coming academic year.

08/12/2013: Curricula and course materials for both infusion and HIT certificate programs are about 47% complete. To ensure quality, detailed feedback is provided on each submission.

11/22/2013: Curricula and course materials for both infusion and HIT certificate programs are still on track for on time implementation. Program curricula are 100% complete. Instructional materials are 56 % complete.

02/12/2014: Curricula and course materials for infusion and HIT certificate programs have had some delays, but are still on track for timely launch. Completion rates: Curricula-100%, Infusion instructional materials-84%, HIT certificate materials-41%

05/12/2014: Curricula and materials for infusion and HIT certificate programs have had some delays, but programs are still on track for timely launch. Completion progress: Curricula-100%, Infusion instructional materials-86%, HIT certificate materials-63%

08/12/2014: We learned that NOVA implemented HIT infusion with only 1 small group of nursing students; remediation is underway. Consortium-wide progress: Curricula-100%; Infusion instructional materials-91%; HIT certificate instructional materials-78%.

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**Activity ID:** 3

**Status:** Ongoing

**Activity Type:** Activity

**Project Goal:** Strategy 3.1 Activity 1

**Narrative:** Develop, implement and disseminate

**Expected Start:** 04/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 03/04/2013

**Actual End:**

**Notes:** 08/12/2013: IT and health faculty were surveyed about interests and needs. Based on the results, core online content for was identified. Development of additional content and activities and planning for synchronous webinars in the Fall are underway.

11/22/2013: Faculty online self-paced HIT training was launched in September. 15 faculty from 9 colleges are participating. Planning for October and November interactive training webinars is underway.

02/12/2014: First round of HIT faculty development completed: 15-hour online segment plus 2 90-minute webinars. Participation not as robust as hoped: Webinar #1: 5 faculty, 2 staff Webinar #2: 3 faculty, 1 staff Online: 11 faculty, with 5 spending

05/12/2014: Per suggestion from co-grantees, onsite HIT faculty development sessions were designed. HIT materials for use by faculty in their classes was also assembled. First onsite session delivered in March. Additional sessions planned for Q7.

08/12/2014: Onsite faculty development delivered at two additional colleges, with positive reviews. V2 revisions of online faculty development materials underway.

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**Activity ID:** 4

**Status:** Ongoing

**Activity Type:** Activity

**Project Goal:** Strategy 4.1 Activity 1

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Narrative:** Develop, implement, pilot, and create sustainability path

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 10/01/2012

**Actual End:**

**Notes:** 02/10/2013: Contract executed; initial staff hired. Technical design completed. Outreach to potential software organization participants underway.

05/13/2013: The initial electronic medical record application implementation (Open EMR) is 75% complete. This proof of concept is an excellent indicator of success for this innovative (speculative) project.

08/12/2013: Regular communication established with contractor. Information and specifications gathered about the varied program needs at each college to inform EMR curriculum development. EMR-STAR on track for implementation Fall quarter.

11/22/2013: First EMR system OpenEMR fully operational. Version 1 of Student Access Guide created. Faculty orientations held. Initial pilot launched.

02/12/2014: 1 EMR system, OpenEMR, fully operational. EMR-STAR presentation and individual consultations at on-site consortium meeting to both convey and elicit information. One college used the system in Q5. Work on launching 2nd system, Vista CPRS, underway.

05/12/2014: EMR-STAR has been problematic: initial curriculum fraught with errors; technical issues with launch of OpenEMR; and technical issues with Vista causing significant implementation delays. These problems affected uptake. Remediation plans underway.

08/12/2014: Contract executed at the end of q7 with new partner that has robust technical and EMR expertise. OpenEMR used by 7 colleges. Two EMR systems are now operational.

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**Activity ID:** 5

**Status:** Ongoing

**Activity Type:** Activity

**Project Goal:** Strategy 5.1 Activity 1

**Narrative:** Develop and implement "A HIMSS Heroes' Welcome to Health IT"

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 10/29/2012

**Actual End:**

**Notes:** 02/10/2013: Contracting in progress. HIMSS National Career Services Task Force adopted Initiative as 2013 focus. First step: assembling health IT employers hiring best practices for veterans.

05/13/2013: Contracting has proved cumbersome, and is behind schedule. As of March 31, 2013, final revisions to this initiative were underway. Administrative detail at both Bellevue College and HIMSS have resulted in a slow process, but no points of contention.

08/11/2013: Contracting complete. Hiring estimated completion date: early Q4. HIMSS VP of Govt. Relations is leading activity in interim. Q4 meeting with major professional association in related sector, AHIMA, is planned for veterans initiative collaboration.

11/24/2013: Veterans Career Services Initiative Program Manager hired by contractor HIMSS. PM is a 20+ year military veteran with significant experience in health IT. A launch meeting was held in September to discuss the SOW, roles, responsibilities and timeline.

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

---

02/11/2014: Launch of "HIMSS Hero's Welcome to Health IT" planning is complete. Web page is complete <http://www.himss.org/ResourceLibrary/TopicDetail.aspx?ItemNumber=23078>. Advisory Committee formation is underway.

05/09/2014: HIMSS Hero's Welcome to Health IT launched. Annual conference activity(39k attendees):Hero's Lounge;Vets Meeting; vet to vet mentoring, exhibit booth;conference signage. HIMSS (DoL)vets project accepted into "White House Joining Forces Initiative".

08/10/2014: HIMSS Veterans Career Initiative has received commitments from 20 corporate members for veteran hiring targets and services including:AT&T; CACI; Hewlett Packard; Honeywell; Lockheed Martin; Northrop Grumman; Microsoft; Siemens Corporation; Intel.

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**Activity ID:** 6

**Status:** Ongoing

**Activity Type:** Activity

**Project Goal:** Strategy 6.1 Activity 1

**Narrative:** Expand and implement model, and consult

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 10/01/2012

**Actual End:**

**Notes:** 02/10/2013: Contracting in progress. Washington state health IT program inventory in progress.

05/13/2013: Project Manager was hired by contractor in March, immediately after contract was executed. Educational program inventory is underway, as is an employer's workforce need survey.

08/11/2013: Contracting & PM hiring completed. Washington education program inventory complete. Employer workforce survey complete. Key Expert Series now in planning process.

Evangelization of Council model is done at every opportunity.

11/24/2013: Monthly contractor meetings are underway with Consortium lead staff. Grant funded (.5FTE)PM has published health IT program inventory, Employer Survey and Analysis. Council members considered implementation of Key Expert Series at last meeting.

02/11/2014: A decision to focus the first Key Expert Series on veterans was made. Council Chair Nathan Johnson's draft outreach letter to federally appointed Health IT Coordinators in each state was approved by Council.

05/09/2014: Invitations for Council start-up support sent to all (49) state health IT Coordinators;5 requested initial consultation. PA has requested 3 follow up meetings. Planning for exhibit and presentation at national healthcare CIO conference completed.

08/11/2014: Presented and exhibited at a national healthcare CIO conference (State Health IT Connect) with the WA Healthcare Policy Director and Senior Policy Analyst (who convene the Health IT Council). Several states expressed interest in Council formation.

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**Activity ID:** 7

**Status:** Ongoing

**Activity Type:** Activity

**Project Goal:** Strategy 7.1 Activity 1

**Narrative:** Develop, implement, pilot, and document PLA strategies for vets and others



Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 01/15/2013

**Actual End:**

**Notes:** 02/10/2013: PLA Specialist hired.

08/06/2013: Expanded PLA resources and developed web-based materials for consortium colleges. Identified and distributed PLA opportunities (CLEP, DSST, etc) and tools for measurement to begin preparing for fuller implementation in Fall.

11/26/2013: Identified PLA testing opportunities specific to each HIT program, and identified campus policies around accepting these credits. Developed customized strategies based on varied campus needs and challenges.

02/12/2014: Worked with campuses to get identified PLA opportunities approved and accepted for use. Worked with campuses to create materials to promote these opportunities to prospective students.

05/09/2014: PLA work has focused on specific monthly deliverables for each college: Finalizing a list of accepted CLEP and other standardized tests; obtaining a list of challenge tests; and developing web and print materials to promote awareness of PLA options.

08/08/2014: PLA options, including CAHIMS cert as a prereq, set at 5 colleges, including marketing materials at 4. Working to clarify challenge tests readiness and approval process on different campuses.

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**Activity ID:** 8

**Status:** Ongoing

**Activity Type:** Activity

**Project Goal:** Strategy 8.1 Activity 1

**Narrative:** Recruitment & Retention, Employment Services

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 01/15/2013

**Actual End:**

**Notes:** 02/10/2013: No Activity Q1

05/13/2013: Co-grantee Navigators now staff most colleges (1 hire is pending Budget Revision Request, 2 hires are now in progress). Navigators lead recruitment, retention and employment services. Their first meeting will be held in April.

08/12/2013: Student services staff are actively engaged at 6 of the 9 colleges. Hiring was delayed at 3 colleges due to budget revisions. Monthly meetings were held to share best practices and veteran and TAA-eligible recruitment strategies.

11/22/2013: Student recruitment underway at all colleges. Monthly meetings of student support staff continue to facilitate exchange of best practices. Veteran experts provided training on working with veterans.

02/12/2014: Consortium Student & Employment Services Specialist hired: Conducted individual support meetings with each college; numerous employer and veteran outreach events attended. Monthly meetings of student services staff support progress toward goal.

05/12/2014: Monthly meetings of student services staff support progress toward goals. Goals for student services staff established, with regular reporting of progress to Employment & Student

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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Services Specialist.

08/12/2014: Monthly student services meetings continue. Student services staff at each college regularly reporting progress against goals to lead college staff.

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**Activity ID:** 9

**Status:** Ongoing

**Activity Type:** Activity

**Project Goal:** Strategy 9.1 Activity 1

**Narrative:** Program&fiscal data capture,analysis,&reporting;implement& oversight of cont. impr. and evaluation

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2015

**Actual Start:** 03/07/2013

**Actual End:**

**Notes:** 05/13/2013: Consortium templates have been implemented for fiscal, leverage, student data, quarterly and annual reporting, and curriculum submission. The Continuous Improvement Cabinet is developing scope and leadership. Evaluation is pending DoL approval.

08/02/2013: Two quarterly reporting cycles have been completed using fiscal and data templates. Evaluation partners contracting nearly completed. Continuous Improvement Cabinet has had three meetings after forming in April. All Policy Manuals are now completed.

11/26/2013: Three quarterly reporting cycles have been completed using fiscal and data templates. Dashboard created to track Curriculum milestones. Continuous Improvement Cabinet now includes Third Party Evaluator and has continued meeting monthly.

02/12/2014: Annual reporting finalized and reported in entirety minus NOVA employment data. Dashboard continues to be updated quarterly. Continuous improvement meetings with PMs held to establish baseline criteria for all key deliverables.

05/09/2014: Revision to NOVA employment data for Y1 APR submitted 1/15/14. Q5 reporting submitted on time. Dashboards for curriculum and consortium deliverables continues to be updated to reflect progress against goals.

08/08/2014: Quarterly reporting completed for Q6 in May. Continuous improvement benchmarks discussed in monthly meetings. Individual Service Plan data is now being captured by Lead college from members.

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

---

**Deliverable ID:** 1

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 1.1 Activity 1

**Narrative:** Curriculum

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 10/01/2012

**Actual End:**

**Notes:** 08/12/2013: Curricula will vary with employer; it will be completed as pilots are implemented on an individual basis. The common core (CAHIMS) is complete

11/24/2013: Curriculum work begun for the VA and MultiCare Health Systems has been halted, in hopes it will accelerate curriculum development for pilot sites ultimately implementing the apprenticeship.

02/11/2014: Curriculum development cannot proceed until an employer commitment to pilot the apprenticeship is attained. CAHIMS curriculum, an integral part of the apprenticeship program is ready to teach.

05/09/2014: Lacking pilot site commitment, curriculum development is impossible to undertake, due to its customized nature. Every effort by Consortium, Bellevue College, and collaborators is being made to identify pilot sites.

08/10/2014: Curriculum development will be undertaken when pilot sites are secured. No progress this quarter.

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**Deliverable ID:** 2

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 1.1 Activity 2

**Narrative:** Employers Guide

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 07/12/2013

**Actual End:**

**Notes:** 05/13/2013: This deliverable will be undertaken when HIMSS contracting is completed, in Q3.

08/12/2013: Synthesis from prior apprenticeship employer guidance and review of best practices is underway

08/12/2013: A new relationship has been formed with the American Health Information Management Society, representing thousands of healthcare employers

11/26/2013: Contractor Lynn Wilson will restart this aspect of the project, once employer pilot sites are located. She will use those implementations as case studies, to quality control the Guide.

02/12/2014: N/A Q5

05/09/2014: Recognizing the Employers Health IT Apprenticeship Guide may need to be re-positioned to a more generic product (without pilot site input), contractor started draft Q6. Assuming pilot sites are located, a lessons learned amendment will follow.

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

---

08/11/2014: Employers Guide outline is complete.

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**Deliverable ID:** 3

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 2.1 Activity 1

**Narrative:** 10 Certificates

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 01/02/2012

**Actual End:**

**Notes:** 02/10/2013: Curriculum approval standards under development. Post-award clarification from co-grantees in process. As noted in Comments, actual number of certificates includes both new and infused programs.

08/12/2013: Curricula for 5 of the 10 certificates are complete and on track for on-time implementation. One change has occurred--WCC will develop HIT certificate curricula but will likely not pilot.

11/26/2013: Curricula submitted for 8 cert programs. The number and nature of cert programs in the SOW requires an update due to formatting issues, industry input that impacted feasibility, and added programs. See Issues & Technical Needs section for details.

02/12/2014: Curricula for 8 certificates completed. Per corrections in last quarters narrative, deliverables should include 9 certificates total

05/12/2014: Curricula for 8 certificates completed. Per corrections in last quarters narrative, deliverables should include 9 certificates total.

08/12/2014: Curricula and finalized instructional materials completed for 8 of 9 certificates.

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**Deliverable ID:** 4

**Status:** Complete

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 2.1 Activity 2

**Narrative:** IT and Health IT core

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 11/14/2012

**Actual End:** 03/07/2013

**Notes:** 02/10/2013: IT:Curriculum crosswalk with Microsoft Technology Associate curriculum completed. Meeting set for co-grantee faculty assigned to this project. Process for defined. Health IT: Not yet started.

08/12/2013: Successfully completed in Q2. No further work planned on this element.

11/22/2013: Successfully completed in Q2. No further work planned on this element.

02/12/2014: Successfully completed in Q2. No further work planned on this element.

05/12/2014: Successfully completed in Q2. No further work planned on this element.

08/11/2014: Successfully completed in Q2 - No further work planned on this element.

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Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

---

**Deliverable ID:** 5

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 2.1 Activity 3

**Narrative:** Curricular elements for infusion

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 12/10/2012

**Actual End:**

**Notes:** 02/10/2013: Bellevue College project staff met with nursing program chair to prototype need and possible infusion points. Next step: faculty course review for extraction, updating and insertion activity.

08/12/2013: All colleges have submitted at least preliminary drafts of curricular elements for infusion into existing programs. Several colleges piloted programs Spring term and are now working on enhancements and revisions.

11/26/2013: All colleges have submitted course materials for infusion into Allied Health and Nursing programs. Several are still working on revisions, enhancement and content for infusion into additional courses.

02/12/2014: All colleges have submitted instructional materials for infusion into Allied Health and Nursing programs. Several are still working on revisions, enhancements, and additional content for infusion into additional courses.

08/12/2014: 8 of 9 colleges have submitted curriculum overviews and finalized instructional materials for infusion into Allied Health and Nursing programs. NOVA is still working on additional content for infusion into entire nursing program.

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**Deliverable ID:** 6

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 2.1 Activity 4

**Narrative:** Courseware for all of the above

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 12/10/2012

**Actual End:**

**Notes:** 02/10/2013: Consortium Curriculum Lead and Instructional Designer hired. Initial meeting held to define Consortium standards for courseware components.

08/12/2013: Course materials for infusion into existing programs are about 31% complete. Course materials for HIT certificates are about 11% complete, but are on track for on-time implementation.

11/22/2013: Course materials for infusion into existing programs are about 76% complete. Course materials for HIT certificates are about 35% complete, but are on track for on-time implementation.

02/12/2014: Course materials for infusion into existing programs are about 84% complete. Course materials for HIT certificates are about 41% complete, but are still on track for on-time implementation. Carnegie Mellon OLI CAHIMS project is 25% complete.

05/12/2014: Course materials for infusion into existing programs are about 84% complete. Course

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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materials for HIT certificates are about 63% complete, but are still on track for on-time implementation. Carnegie Mellon OLI CAHIMS project is about 60% complete.

08/12/2014: Course materials for infusion into existing programs are about 91% complete. Course materials for HIT certificates are about 77% complete, but except for NOVA, delays have not impeded implementation. Carnegie Mellon OLI CAHIMS project is 75% complete

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**Deliverable ID:** 7

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 2.1 Activity 5

**Narrative:** Dissemination of modular elements

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 03/07/2013

**Actual End:**

**Notes:** 05/13/2013: Health IT Core Curriculum has been disseminated to member colleges.

08/12/2013: The foundation for national dissemination was established with the implementation of standardized templates by all Consortium colleges. Dissemination activity is planned for Q5.

11/26/2013: The foundation for national dissemination was established with the implementation of standardized templates by all Consortium colleges. Dissemination activity is planned for q5, updated.

02/12/2014: HIT materials for Nursing programs were distributed through the WA Health IT Collaborative. Planning for broader dissemination is underway. Materials needing enhancement prior to dissemination were identified.

05/12/2014: Dissemination planning underway.g., conference presentations identified. Awaiting DOL notification on platform that will be used for online dissemination. In preparation for national dissemination, instructional materials are being enhanced.

08/12/2014: Planning for broader dissemination is underway; awaiting DOL notification on platform that will be used. In preparation for national dissemination, enhancement of instructional materials continues.

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**Deliverable ID:** 8

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 3.1 Activity 1

**Narrative:** Synchronous, online and recorded faculty development opportunities

**Expected Start:** 04/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 05/06/2013

**Actual End:**

**Notes:** 08/12/2013: Faculty were surveyed, topics were identified, format was established, LMS for online activities was identified and materials are being uploaded. Planning for synchronous and recorded webinars is underway. On track for Fall implementation.

11/26/2013: Online, self-paced Health IT faculty training launched in September. Planning for

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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synchronous and recorded webinars is underway and on track for Fall 2013 implementation.

02/12/2014: 11 faculty participated in online, self-paced training in q5. Two synchronous faculty development webinars were also conducted, that included 5 faculty.

05/12/2014: -11 faculty participated in online, self-paced training in q5. Two synchronous faculty development webinars were also conducted, that included 5 faculty. -Planning for Fall 2014 online faculty development sessions to begin in Q7.

08/12/2014: 11 faculty participated in online, self-paced training in q5. Two synchronous faculty development webinars were also conducted, which included 5 faculty. Planning and revisions for V2 online faculty development underway.

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**Deliverable ID:** 9

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 4.1 Activity 1

**Narrative:** 5-9 EMR software applications access

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 10/01/2012

**Actual End:**

**Notes:** 02/10/2013: Contract executed. Technical staff hired. Review of open source electronic medical record applications undertaken.

05/14/2013: First EMR application implemented in Q2 (Open EMR).

08/12/2013: Contractor has fully operationalized one EMR application and is in the process of implementing 2 additional systems. Anticipate that students will have access to at least 2 systems by the end of Fall quarter.

11/26/2013: Contractor has fully operationalized one EMR system; implementation of a second system is underway and will be available in Q6. HIMSS staff hired to support EMR-STAR project, including vendor onboarding.

02/12/2014: One EMR system, OpenEMR, implemented; implementation of a second system, Vista CPRS is underway and will be available to colleges in q6.

05/12/2014: -One EMR system, OpenEMR, implemented. Implementation of a second system, Vista CPRS, delayed; will be available to colleges in q8 or q9. -Contractor failed to deliver promised deliverables; remediation plan underway.

08/12/2014: The original vision for the innovative EMR-STAR venture assumed interest and participation by vendors of proprietary systems. Since that interest hasnt manifested, focus has shifted to enabling open source systems. Two systems are now operational.

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**Deliverable ID:** 10

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 4.1 Activity 2

**Narrative:** Curriculum

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Actual Start:** 01/07/2013

**Actual End:**

**Notes:** 08/12/2013: Input and technical specifications were elicited from Consortium colleges to inform EMR curriculum. Prototypes for and scope of lab activities were defined.

11/22/2013: Version 1 of an EMR-STAR curriculum developed and disseminated within Consortium. V2 revisions are underway.

02/12/2014: V2 revisions of curriculum for the first system, OpenEMR, completed. V1 of initial lesson for VistA CPRS completed

05/12/2014: V3 revisions of OpenEMR and V2 of VistA Lesson 1 completed. Additional OpenEMR activities and self-paced online course developed by grant staff. Curriculum developed by contractor not the caliber hoped for; exploring alternative strategies.

08/12/2014: Enhancements of OpenEMR features/functions continue. SMEs hired for development of additional VistA exercises.

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**Deliverable ID:** 11

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 4.1 Activity 3

**Narrative:** Student Access Guide

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 08/01/2013

**Actual End:**

**Notes:** 08/12/2013: Development of student access protocols and guide for each individual EMR-STAR system is underway. Two of the EMR systems are browser-based and access is simple, requiring only a simple guide.

11/22/2013: Version 1 of student access protocols and guide for initial EMR-STAR system was completed. Revisions and enhancements are underway.

02/12/2014: Version 2 of student access protocols and guide for initial EMR-STAR system was completed.

05/12/2014: Version 2 of student access protocols and guide for initial EMR-STAR system was completed. Quick-start guide and self-paced LMS course developed by grant staff

08/12/2014: Version 2 of student access protocols and guide for initial EMR-STAR system was completed in previous quarter. Quick-start guide developed in q5/q6. Self-paced online module completed in q5/q6.

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**Deliverable ID:** 12

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 4.1 Activity 4

**Narrative:** Faculty Orientation Resource

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 06/10/2013



Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Actual End:**

**Notes:** 08/12/2013: Preliminary faculty orientations were held in May to introduce faculty to EMR-STAR. These sessions were recorded. Plans are currently underway for Aug and Sept orientations to help faculty use EMR applications and curricula with their students.

11/22/2013: August and September orientations to assist faculty in the use of EMR-STAR applications and curricula were held and recorded. Multiple drop-in office hour sessions were also held.

02/12/2014: Recorded faculty orientation sessions made available to staff and faculty.

05/12/2014: Recorded faculty orientation sessions available to staff and faculty. Quick-start guide developed

08/12/2014: Recorded faculty orientation sessions made available to staff and faculty in earlier quarter. Quick-start guide developed in q5-q6. Planning for VistA orientations will begin in q8.

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**Deliverable ID:** 13

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 5.1 Activity 1

**Narrative:** Employer outreach

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 10/01/2012

**Actual End:**

**Notes:** 02/10/2013: Met with HIMSS National Career Task Force to present this initiative as a 2013 priority. The Task Force agreed and is framing next steps for membership.

11/24/2013: HIMSS Initiative PM hired Q4. First employer outreach effort completed: Web page on professional association's site: <http://www.himss.org/veterans-career-services-initiative?navItemNumber=23913>

02/12/2014: Presentation made to the HIMSS Electronic Health Record Association's (EHRA) Executive Committee, increasing awareness of this initiative. The EHRA is inarguably the most powerful group of EHR vendors in the country

05/09/2014: Q6: Got Your 6; Institute for Veterans & Military Families; Hiring Our Hero's; White House Joining Forces; Prof Assoc of Health Care Office Management; Nat'l Health Information Sharing and Analysis Center; Disabled American Vets; Vets Health Council+++

08/10/2014: Employer connections to Mayo Clinic; Department of Defense; New Jersey Health IT Network; the California Emerging Technology Fund; and Practice Fusion were made this quarter.

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**Deliverable ID:** 14

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 5.1 Activity 2

**Narrative:** Employment resources

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 01/07/2013

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Actual End:**

**Notes:** 08/12/2013: An inventory of appropriate employment resources, such as healthcare employer veterans preference practices, is in progress.

11/24/2013: Initiative launch meeting held in Sept. PM is framing program start for Feb. 2014 conference.

02/11/2014: HIMSS Veterans Advisory Committee formation is underway. It will be chaired by Jaime Parent, VP of IT at Rush Medical Center. I will serve exofficio. A total of 9 industry leaders / veterans are being recruited.

05/09/2014: Monthly veterans career services webinars are underway, through HIMSS;a blog is live (<http://blog.himss.org/2014/03/20/helping-veterans-transition-into-health-it>);an education section has been added to the HIMSS career website.

08/10/2014: Acceptance into the White House Joining Forces initiative has resulted in 20 HIMSS corporate members pledging to significant veteran hiring goals and enhanced veterans employee services and practices.

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**Deliverable ID:** 15

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 5.1 Activity 3

**Narrative:** Annual & Virtual Conference events

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 02/22/2013

**Actual End:**

**Notes:** 08/12/2013: Consortium Executive Director and Contractor CHIRP met with Open Source Electronic Health Record Agent (OSEHRA) to plan Q4 conference presentation. Project staff presented at HIMSS Workforce Virtual Briefing this quarter

11/24/2013: Annual Conference Veterans Crossroads (dedicated physical space with facilitator) and education - partner signage are being planned.

02/11/2014: Annual Conference Program Excerpt: A Hero's Welcome to Health IT Location: Hall A | Booth 165 Join, connect and relax with fellow veterans at the veterans' services booth, adjacent to the Career Services Center on the exhibit floor.

05/10/2014: HIMSS Annual Conference:3 veterans events;a vets lounge;in person vet to vet mentoring;career counseling; interest group formation;vets info booth & an educational session (~120 attendees)as well as virtual and conference hall signage.

08/10/2014: Planning for HIMSS 2015 Annual Conference has resulted in commitment to a full day of pre-conference workshop devoted to the HIMSS Hero's Welcome to Health IT. State chapters are being asked to sponsor one transitioning vet wishing to attend.

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**Deliverable ID:** 16

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 5.1 Activity 4

**Narrative:** Monthly webinars

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 01/09/2013

**Actual End:**

**Notes:** 08/12/2013: Exit of Veterans PM from project has halted production of this deliverable, until replacement is hired (requires budget revision approval).

11/24/2013: Budget revision approval is pending, Veterans PM will be hired as soon as possible after approval.

02/11/2014: Budget Revision Request is still pending

05/10/2014: Monthly veterans health IT career services webinars launched ([www.himss.org/ResourceLibrary/TopicList.aspx?MetaDataID=3026](http://www.himss.org/ResourceLibrary/TopicList.aspx?MetaDataID=3026)). HIMSS Veterans Advisory Council is assisting with topic selection and sourcing presenters.

08/10/2014: Monthly webinars@ [www.himss.org/ResourceLibrary/TopicList.aspx?MetaDataID=3026](http://www.himss.org/ResourceLibrary/TopicList.aspx?MetaDataID=3026) Topics: April:HIMSS Certifications; May:Youve Got This! Making the Transition from Military to Civilian Healthcare; June:HIE: Drivers, Challenges and Trends

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**Deliverable ID:** 17

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 5.1 Activity 5

**Narrative:** e-Mentoring

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 09/27/2013

**Actual End:**

**Notes:** 08/12/2013: Exit of Veterans PM from project has halted production of this deliverable, until replacement is hired (requires budget revision approval).

11/24/2013: HIMSS Veterans PM has included this item in her purview. The Consortium Veterans PM hire is still pending DoL Budget revision approval. E-mentoring is included in the HIMSS Veterans PM 2014 Annual Conference planning now underway.

02/12/2014: The HIMSS Veterans Advisory Committee, now in formation, will take the lead in recruiting and vetting e-mentors. Consortium leadership will meet with HIMSS Veterans PM in February to discuss roll out of veterans e-mentoring.

05/10/2014: e-Mentoring is on HIMSS Veteran's PM Q7 plan. Her extensive outreach to health IT-related veterans employers and organizations is creating the foundation.

08/10/2014: State HIMSS chapters have received a request and encouragement to solicit e-mentors from their membership. Matchmaking will occur at the national HIMSS organization. Commitment is expected to vary.

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**Deliverable ID:** 18

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 5.1 Activity 6

**Narrative:** Industry Advocacy

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 02/11/2013

**Actual End:**

**Notes:** 05/14/2013: HCA contract executed 2.8.13

08/12/2013: Met with HIMSS VP of Government Relations and Executive Director of Career Services Q3 to scope advocacy steps.

11/24/2013: HIMSS state chapter advocacy messaging is being composed, for 2014 annual meeting.

02/12/2014: Industry advocacy for hiring veterans and health IT educational opportunities for veterans was planned this quarter to touch several HIMSS Annual Conference events and venues. Conference attendance is typically 37,000 people.

05/10/2014: HIMSS VP of Government Relations has included veterans career services on his 2014-15 legislative affairs agenda. We can expect consistent, high level advocacy as a result. WA State Military Transition Council work continues - progress is slow.

08/10/2014: This quarter HIMSS VP of Professional Development and VP of Government Affairs joined the Health eWorkforce Consortium Ex. Director in DC at a meeting with DoL Office of Apprenticeship staff to discuss internalizing the apprenticeship effort.

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**Deliverable ID:** 19

**Status:** Complete

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 5.1 Activity 7

**Narrative:** Special Interest Group

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 01/29/2013

**Actual End:** 12/13/2013

**Notes:** 05/14/2013: HIMSS Special Interest Group / Education - Career Services - Veterans formed and convened March 4, at HIMSS annual conference.

08/12/2013: Mechanism for convening is in place for HIMSS 2014 Annual Conference. Further steps on hold until HIMSS PM hiring is complete early Q4

11/25/2013: HIMSS Veterans PM is compiling a listserv for the Veterans Special Interest Group. Initial message will be delivered Q5.

02/12/2014: The HIMSS Veterans Advisory Committee, now in formation, is charged with defining Special Interest Group activity. The Committee's first meeting will be held in Q6.

05/10/2014: The HIMSS veterans special interest group is underway. The nucleus is the veterans attending HIMSS 2014 annual conference. Activity 1 is list serv composition, growth and maintenance, now active. Monthly webinar attendees are added.

08/10/2014: Planning for the veterans special interest group at the annual conference is underway.

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**Deliverable ID:** 20

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 5.1 Activity 8

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Narrative:** Career Services Task Force Outreach

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 10/01/2012

**Actual End:**

**Notes:** 02/10/2013: HIMSS National Career Services Task Force agreed to be volunteer agents for this initiative, and move it forward among peers.

08/12/2013: A new HIMSS Ex. Director of Career Services was hired Q3. She has committed to maintain veterans hiring as a Task Force priority.

11/25/2013: New HIMSS EX. Director of Career Services has placed outreach to employers for best practices in veterans hiring practices on Q4 agenda.

02/12/2014: The HIMSS Career Services Task Force was made an official Committee this quarter. In the transition their two year goals were formed and include veterans advocacy, institutionalizing the initiative.

05/10/2014: Agreement was reached between the HIMSS Career Services Task Force and the Veterans Advisory Council regarding collaboration. Veterans PM is framing next steps and desired outcomes for approval.

08/10/2014: The Career Services Task Force was instrumental in advocating for the HIMSS Veterans Career Services Initiative to be added to the official organizations of the White House Joining Forces.

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**Deliverable ID:** 21

**Status:** Complete

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 6.1 Activity 1

**Narrative:** State program inventory online resource

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 10/01/2012

**Actual End:** 03/28/2014

**Notes:** 02/10/2013: Data gathering undertaken from all health IT-related programs, secondary through graduate.

08/12/2013: Washington state prototype is complete.

11/24/2013: Inventory is published, and will be maintained at least over the funded interval.

[http://www.hca.wa.gov/HealthIT/Pages/whiiec\\_inventory\\_faq.aspx](http://www.hca.wa.gov/HealthIT/Pages/whiiec_inventory_faq.aspx)

02/12/2014: Washington State Health IT Program Inventory has been, and will continue to be disseminated to state educational institutions and industry. As noted above, it will be updated annually.

05/10/2014: This item will be designated as complete this quarter - the inventory has been expanded and disseminated and will be sustained at least through the funded interval.

08/11/2014: Complete (see 5.10.2014 note)

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**Deliverable ID:** 22

**Status:** Ongoing

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 6.1 Activity 2

**Narrative:** Key Expert Series

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 02/11/2013

**Actual End:**

**Notes:** 08/12/2013: Contractor has scheduled early Q4 Council Meeting for finalizing dates and participants for first in Series, probably late Q4.

11/25/2013: Contractor and Council have agreed on a veterans focus for first Key Expert Series, likely to occur in early 2014. The Washington Military Transition Council is an important collaborator in this event.

02/12/2014: Planning for the Key Expert Series has included reconsideration of Series goals by Council membership. This quarter's exchange resulted in divided opinions - while mindful of grant commitments, the Council is seeking consensus.

05/10/2014: Due to staffing limitations (.5FTE) and a high level of interest in Council formation by other states, key expert series action has been deferred to Q7, however meetings are scheduled with veterans groups to explore that topic as the series first.

08/11/2014: The Health IT Industry-Education Council's driver at the convening agency (HCA) has exited employment. His replacement wishes to redefine this deliverable. We meet in August.

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**Deliverable ID:** 23

**Status:** Complete

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 6.1 Activity 3

**Narrative:** Model Documentation

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 03/26/2013

**Actual End:** 03/28/2014

**Notes:** 08/12/2013: Sample resource inventory and employer workforce need survey are ready for dissemination, as well as suggested implementation and maintenance procedures.

11/25/2013: Survey instrument and application documentation is complete. Workforce need assessment analysis completed. Draft collateral material for Council replication is in review.

02/12/2014: N/A Q5

05/12/2014: Completed 2/28/2014. Brochure, Primer and Worksheet completed. Dissemination underway to all states. National conference exhibit planned for Q7. Web access via:

<http://www.hca.wa.gov/HealthIT/Pages/whiiec.aspx>

08/11/2014: completed (see 5.12.2014 Note)

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**Deliverable ID:** 24

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 6.1 Activity 4

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Narrative:** Consultation

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2014

**Actual Start:** 02/22/2013

**Actual End:**

**Notes:** 08/12/2013: Project staff is assembling best practices and documentation in an ongoing manner to prepare for consultation if requested.

11/25/2013: First state interested in Council replication has contacted Contractor. Oregon representatives have asked for informational consultation at October Washington- Oregon chapter meeting.

02/12/2014: Council leadership met with Oregon state HIMSS members to discuss Council formation. A decision has not been reached. Washington's Council Chair has drafted a letter to his counterparts in all other states, to urge Council formation.

05/10/2014: Web meetings were held with Health IT leaders interested in council formation and health IT workforce development from Pennsylvania and North Carolina.

08/11/2014: No activity this quarter

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**Deliverable ID:** 25

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 7.1 Activity 1

**Narrative:** PLA PLAN

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 02/04/2013

**Actual End:**

**Notes:** 08/01/2013: PLA Plan COMPLETED March-June 2013. Wrote PLA plan and disseminated to member colleges. Sections included: Introduction to PLA, Setting Up PLA-the Basics, Informing Students and Staff, PLA Types and Options, Outcomes and Deliverables

11/26/2013: Colleges are implementing PLA plans through activities such as clarifying institutional PLA policies, information dissemination, testing options available, and any industry or military crosswalks available, particularly related to grant programs.

02/12/2014: Colleges are including PLA opportunities in their marketing materials and new student intake processes and materials. Some challenge tests have been completed, and will be included in this information at some schools.

05/09/2014: After PLA options are identified, next steps are providing PLA info in web and print materials, directing prospective students to PLA options, and tracking student use of PLA options.

08/08/2014: Campuses with identified PLA options provided marketing materials listing PLA options for review and feedback.

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**Deliverable ID:** 26

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 7.1 Activity 2

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Narrative:** PLA Veterans Plan

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 02/04/2013

**Actual End:**

**Notes:** 08/01/2013: Veteran Crosswalk tools-Created spreadsheet matching program prereqs to CLEP/DSST challenge tests. Onet tools-Created methods for using Onet to match HIT skills to military occupations. Draft Student Veteran PLA flyer-PLA info specific to student Vets

11/18/2013: Advocated for use of CLEP/DANTES tests as excellent PLA options for veterans, as they are reimbursable through the GI Bill. Exploring development of PLA crosswalks with military occupations.

02/12/2014: Continuing to promote the evaluation of CLEP test as an opportunity to help veterans. Identified specific CLEP tests on several campuses, and provided materials to market opportunities to veterans.

05/09/2014: ONET and ACENET tools have been identified, and evaluation is underway to determine if these tools can provide crosswalking from military service to HIT programming. Looking for additional tools and resources to create these crosswalks.

08/08/2014: After recent changes in WA state laws around the acceptance and use of ACE credit, evaluating its acceptance at 9 consortium colleges. Looking at statewide ACE credit acceptance and use.

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**Deliverable ID:** 27

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 7.1 Activity 3

**Narrative:** College implementation guide and training to facilitate dissemination

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 02/04/2013

**Actual End:**

**Notes:** 08/01/2013: Preliminary PLA implementation guide for Consortium colleges was developed. Planning for PLA tools and guide for national dissemination is underway.

11/18/2013: Completed, updated and shared Consortium web guide for PLA implementation. Obtained materials on all 33 CLEP tests to share with all consortium members. Created additional PLA web resources, including veteran-focused materials.

02/12/2014: Creating a spreadsheet with all campus materials and links as a best practice documents. Informed campuses about possible new WA state law requiring colleges to provide military veterans credit for service.

05/09/2014: Gathering new info for college implementation guide, with a focus on veterans PLA. Creating Best Practices with PLA for Veterans documents.

08/08/2014: Creating materials showing ACE acceptance, with info regarding state PLA law changes and updates.

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**Deliverable ID:** 28



Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 7.1 Activity 4

**Narrative:** Implementation

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 01/14/2013

**Actual End:**

**Notes:** 08/01/2013: Created a preliminary draft of web-based PLA materials and PLA information templates. Designed CLEP and DSST test approval process for Consortium members. Development of outcomes tracking tool underway.

11/18/2013: Compared PLA practices at each college to glean best practices. Established for each college specific PLA goals. All colleges have taken steps to advance PLA at their institutions

02/12/2014: 4 Colleges are providing materials to inform students and student veterans about their specific PLA options, including CLEP. Other colleges are looking at CLEP test for reevaluation as a campus.

05/09/2014: Two colleges now offer PLA options, and tracking student PLA data. For other colleges, PLA efforts are part of a larger institutional PLA development process. Lead college is helping colleges to advance PLA, and tracking progress against goals.

08/08/2014: 5 colleges currently offering PLA opportunities, including CAHIMS certs. Most have been asked to begin tracking PLA obtained; should see numbers this fall.

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**Deliverable ID:** 29

**Status:** Complete

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 8.1 Activity 1

**Narrative:** Marketing Plan

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 05/06/2013

**Actual End:** 10/03/2013

**Notes:** 08/12/2013: Presentations on student recruitment strategies were provided to Consortium staff. Formal marketing plan development scheduled for beginning of Q4.

11/22/2013: Marketing plan template disseminated. 8 of the 9 colleges created a marketing plan for their grant-sponsored programs.

02/12/2014: All 9 colleges completed marketing plans for their grant-sponsored programs.

05/12/2014: All 9 colleges completed marketing plans for their grant-sponsored programs by the end of Q5.

08/12/2014: All 9 colleges completed marketing plans for their grant-sponsored programs by the end of q5. Consortium marketing plan also completed.

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**Deliverable ID:** 30

**Status:** Ongoing

**Deliverable Type:** Deliverable

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Project Goal:** Deliverable 8.1 Activity 2

**Narrative:** Student services plan

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 01/14/2013

**Actual End:**

**Notes:** 08/12/2013: All Consortium colleges are currently providing services to students in grant-sponsored programs. Formal plans slated for development in Q5 when Students Services Lead position is hired.

11/26/2013: All Consortium colleges are currently providing services to students in grant-sponsored programs. Formal plans slated for development in Q5 when Students Services Lead position is hired, updated.

02/12/2014: Consortium Employment & Student Services Specialist was hired. Development of formal Student Services Plan is underway and slated for completion in Q6.

05/12/2014: Student Services Plan underway; will be completed in Q7.

08/12/2014: Student Services Plan completed.

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**Deliverable ID:** 31

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 8.1 Activity 3

**Narrative:** Staff training resources

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 01/14/2013

**Actual End:**

**Notes:** 08/12/2013: Monthly webinars instituted. Primary focus in Q3 was on effective student recruitment strategies, with a focus on recruitment of TAA-eligible individuals and veterans. Student service resources were also assembled for Consortium staff on our website.

11/22/2013: Monthly meetings with student services staff at all colleges were held to identify obstacles, discuss solutions, and share resources and best practices.

02/12/2014: Monthly meetings with student services staff at all colleges were held to identify obstacles, discuss solutions, and share resources and best practices. Employment & Student Services Specialist held Individual support meetings with staff at each

05/12/2014: Monthly Student Services Staff meetings to identify obstacles, discuss solutions, and share resources and best practices. Student Services staff asked to establish quarterly recruitment and employment action steps and report progress.

08/12/2014: Continued monthly meetings with Student Services staff, discussing obstacles, solutions, resources and best practices. Student Services staff at 8 of 9 colleges submit quarterly progress reports on recruitment, retention, and employment goals.

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**Deliverable ID:** 32

**Status:** Ongoing

**Deliverable Type:** Deliverable

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Project Goal:** Deliverable 8.1 Activity 4

**Narrative:** Link to Priority 5

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 01/28/2013

**Actual End:**

**Notes:** 08/12/2013: Numerous veteran outreach events attended. Presentation for navigators on tactics for recruiting veterans. This deliverable has not been as robust as hoped due to lack of Veterans PM.

11/22/2013: Numerous veteran outreach events attended. Inroads made with military transition advising staff. This deliverable has not been as robust as hoped due to lack of Veterans PM.

02/12/2014: Attended veteran and transitioning military outreach events. Plans underway to establish a consistent Consortium staff presence at the regional Army-Airforce base. This deliverable has not been as robust as hoped due to lack of Veterans PM.

05/12/2014: Attended veteran and transitioning military outreach events. Plan established for consistent Consortium staff presence at the regional Army-Airforce base. Beginning in q7, Employment & Student Services Specialist will be on base 2 days/week.

08/12/2014: Employment & Student Services Specialist spent 2 days/week at joint military base recruiting transitioning military into Consortium programs. Veterans program manager was on-boarded and is working with colleges to enhance military connections.

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**Deliverable ID:** 33

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 8.1 Activity 5

**Narrative:** One-on-one employment advising

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 05/06/2013

**Actual End:**

**Notes:** 08/12/2013: One-on-one employment advising has begun at many of the colleges with students who will soon be graduating from HIT-infused health programs.

11/22/2013: Grant staff at 6 of 9 colleges have started providing one-on-one employment advising. Other programs are planning to provide these services when their students are nearing program completion.

02/12/2014: Grant staff at 7 of 9 colleges have started providing one-on-one employment advising to students. Other programs are planning to provide these services when their students are nearing program completion.

05/12/2014: Grant staff at all colleges are providing one-on-one employment advising to students.

08/12/2014: Grant staff at all colleges are providing one-on-one employment advising to students.

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**Deliverable ID:** 34

**Status:** Ongoing

**Deliverable Type:** Deliverable

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Project Goal:** Deliverable 8.1 Activity 6

**Narrative:** Employment links through social media

**Expected Start:** 01/01/2013

**Expected End:** 09/30/2014

**Actual Start:** 01/07/2013

**Actual End:**

**Notes:** 08/12/2013: Lead institution has developed a strategic social media plan.

11/26/2013: Continued social media campaign. Sent 350 tweets, many of which were employment related. Number of twitter followers doubled from beginning to end of q4.

02/12/2014: Continued social media campaign. A total 1,225 tweets sent and 260 followers through the end of q5. Many navigators are also helping students optimize their Linked-In profiles to enhance employment opportunities.

05/12/2014: Compiled inventory co-grantee social media sites. Posted jobs to our HIT LinkedIn group and invited recruiters to post jobs. Total of 1,320 tweets sent and 299 followers through end of q6.

08/12/2014: Continue to post jobs to our HIT LinkedIn group and invite recruiters to post jobs.

Tweets: 1480; followers: 318

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**Deliverable ID:** 35

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 9.1 Activity 1

**Narrative:** Continuous Improvement plan

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2015

**Actual Start:** 10/22/2012

**Actual End:**

**Notes:** 02/10/2013: Continuous improvement plan includes elements of evaluation. Evaluation Plan has been revised and submitted to FPO for approval. Contracting is complete, pending FPO approval of Plan.

08/02/2013: Contracting for Evaluation nearing completion. Continuous Improvement Cabinet (CIC) began monthly meetings as of April 2013, including all PMs, lead grant staff and evaluators.

11/18/2013: Evaluators have been contracted and are onboard. Continuous Improvement Cabinet (CIC) meetings have continued monthly with rotating Project Managers taking the lead, creating continuous improvement criteria.

02/12/2014: Evaluators working to secure IRB acceptance at colleges. Evaluation design plan reviewed, completed and shared with Consortium. Evaluators started site visits to colleges. CIC Established baseline criteria for key grant deliverables.

05/09/2014: Evaluators secured IRB acceptance from member colleges contingent upon pending review at Bellevue Colleges IRB. Colleges are reviewing baseline continuous improvement baseline criteria for one program area each month and exchanging best practices.

08/08/2014: Colleges continue to review baseline continuous improvement criteria at monthly meetings, discussing best practices and implementation.

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Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**Deliverable ID:** 36

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 9.1 Activity 2

**Narrative:** Consortium Procedures Manual

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2015

**Actual Start:** 11/19/2012

**Actual End:**

**Notes:** 02/10/2013: Data, Compliance and Reporting Manager hired. Procedures manual template development underway.

08/02/2013: Consortium Policies and Procedures Manual template distributed and completed by all Consortium partners. Member college grant staff have easy access to hard copies.

11/18/2013: Consortium Policies and Procedures Manual are reviewed and updated regularly, twice this quarter. Co-grantees also maintain electronic copies of their manuals.

02/12/2014: Beginning Y1 review and update to Consortium Policies and Procedures Manual as needs dictate. Modifications will be completed in Q6.

05/09/2014: Policies and Procedures Manual update complete, waiting for DOL clarification on reporting item before sending to member colleges. Upcoming support visits will evaluate manuals of member colleges for updated policies and comprehensiveness.

08/08/2014: Policies and Procedures Manual updates have been shared with Consortium. Lead college continues preparation for monitoring visit, including collecting/updating policies/procedures noted in Core Monitoring Guide.

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**Deliverable ID:** 37

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 9.1 Activity 3

**Narrative:** Consortium Data and Fiscal Reporting Instruments

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2015

**Actual Start:** 10/01/2012

**Actual End:**

**Notes:** 02/10/2013: Beta data and fiscal templates developed and sent to co grantees for comment and review.

08/02/2013: Data and Fiscal templates used for Q1 and Q2 reporting cycles. Participant tracking database nearing completion for dissemination as an additional collection and analysis mechanism.

11/18/2013: Participant tracking database completed and distributed as an additional collection and analysis mechanism. Outcome tracking dashboard nearing completion and will be used to project progress against goals for co-grantees.

02/12/2014: Outcome tracking dashboard completed; tracks Y1 deliverables against projections and goals. At the request of third-party evaluator several additional data points were added to the hub.

05/09/2014: Outcome tracking dashboard updated. Third party evaluator data collection requests implemented as needed.

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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08/08/2014: Outcome tracking dashboard has been shared with Consortium. Assembled and conveyed to third party evaluator first report of de-identified participant data. Evaluator has generated initial project report, noting best practices and key challenges.

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**Deliverable ID:** 38

**Status:** Ongoing

**Deliverable Type:** Deliverable

**Project Goal:** Deliverable 9.1 Activity 4

**Narrative:** Monthly Consortium Meetings & Notes

**Expected Start:** 10/01/2012

**Expected End:** 09/30/2015

**Actual Start:** 10/10/2012

**Actual End:**

**Notes:** 02/10/2013: Consortium Weekly Update e-mail communication, beginning 10.10.12. At least monthly individual calls to co-grantees as PM hiring progressed. In-person Consortium meeting held in Dec. First virtual Consortium meeting scheduled for January.

08/02/2013: Consortium Weekly Update email communications have continued, along with monthly PM meeting and Continuous Improvement Cabinet meetings. Monthly Data/Fiscal calls have continued since 12/2012, also including curriculum and program related matters.

11/18/2013: Weekly Update email communications have continued along with monthly PM meeting and Continuous Improvement Cabinet meetings; notes posted online for review. Monthly Data/Fiscal support calls with individual co-grantees are held to identify obstacles.

02/12/2014: At the request of PMs, Weekly Updates have been discontinued, in favor of communications sent by Lead College staff, as needed. Meeting notes posted online for review. Monthly Data/Fiscal support calls have continued.

05/09/2014: Regular monthly check in calls. Facilitation of monthly PM meetings rotates among the PMs. Meeting notes are posted online.

08/08/2014: Monthly check in calls with individual colleges and monthly Consortium-wide meetings continue.

Recipient: Bellevue Community College

Grant Number: TC-23745-12-60-A-53

Quarter Ending: 06/30/2014

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**E. Status of Progress and Implementation Measures**

No strategies recorded

## **F. Key Issues and Technical Assistance Needs**

<b>Title</b>	<b>Description</b>
Co-Grantee Support	This quarter the on site support visit to Northern VA CC resulted in a series of observations and recommendations. As a result all (1.5 FTE) grant staff exited the project. A remediation plan was requested by Bellevue and received. Replacement hiring, goal attainment and compliance are areas of high concern. Bellevue staff hold weekly meetings with NOVA interim staff and faculty. Little progress has been made. Due to the nature of the cograntee relationship Bellevue will continue to offer support
Program Reporting Glitch	The DoL reporting system prevents us from entering in a number of programs launched greater than our goal of 20. We have exceeded that number. To date the Consortium has launched 31 programs.

## **G. Best Practices, Promising New Strategies and Success Stories**

### **Best Practices and Promising New Strategies**

#### **1 Student Navigation Scale-Up**

Co-grantee Pierce College has added three more Student Navigators due to the success of the grant funded Health IT Student Navigator service to students. This is an example of capacity expansion as a result of seed funding from the Dept. of Labor.

### **Success Stories**

#### **1 Navigation Success Evidence**

Co-grantees are universally positive regarding benefits of Student Navigators to learners and their institutions. One example is Whatcom College's 100% student placement into practicums for the first time in 5 years. The Whatcom PM credits the Navigator's one-on-one support services with making the difference, especially in resume development.



## **H. Additional Outcome Information**

IT in healthcare continues to expand rapidly in hospitals, clinics and physician offices largely due to federal incentives, and consumer demand. High workforce demand requires moderate to high level IT skills as well as knowledge of healthcare terminology and privacy requirements. Organizations able to afford seasoned health IT professionals are hiring expensive consultants for project and outsourced work. Consortium graduates seeking initial employment in the sector may increasingly find public health local, county, state and federal- to be welcoming. This strategy may assist public employers access and acculturate talent and is an excellent fit for Consortium graduates.