

Recipient: Bellevue Community College

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

Quarter Ending: 12/31/2014

**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:

12/31/2014

Date of Submission:

02/11/2015

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A. Quarterly Summary for Grant Activities

Quarter 9 began with the final on-site Consortium Project Manager and Navigators meeting at Bellevue College. Final curriculum development activity, student employment, reporting issues and Year 4 were topline topics. Dissemination of curricular elements is underway including presentations this quarter at the American Association of College Trustees; the annual Washington Oregon Health Information & Management Systems Society; the National Career Pathways Network, the League for Innovation STEM TEC conference; and the National Council for Workforce Education. A final date for securing an apprenticeship employer partner has been set: January 15, 2015. If by this time a memorandum of understanding has not been reached this grant goal will be set aside. Alternatively, an Educators Implementation Guide to the Veterans Health IT Apprenticeship will be composed and published instead, as a companion to the Employers Guide already underway. Additionally, Consortium staff are actively seeking other avenues to advance the considerable work accomplished on this initiative, in hopes the groundwork may be leveraged in the very near future. The Consortium Prior Learning Assessment project has provided leadership to the state PLA workgroup, and materials describing PLA advantages used as best practices for colleges throughout the state. Northern Virginia CC has remediated most previously identified compliance issues. Some clarification regarding staffing and budget remain. To

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emphasize the importance of assisting learners into employment in remaining quarters the Consortium Employment Specialist has created an Employment Now monthly newsletter to assist navigators with best practices, employer and job updates and encouragement. The Veterans Career Services continues to exceed all expectations, and is attracting significant industry buy in. The Consortium is strong and productive.

B. Status Update on Leveraged Resources

Provide an update on the organizations that contributed the resources:

The Consortium Q9 leverage total is \$67,621.43, bringing the Consortiums cumulative leverage total to \$1,399,842.95 from October 1, 2012-December 31, 2014. This sum reflects two primary sources: the difference between Consortium colleges' negotiated indirect cost rate and the Consortium allowed 8% indirect cost; and, Consortium colleges staff contributions (those not covered under indirect or administrative costs and not employed by the grant).

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

The Consortium colleges staff contributions included time and effort on: Health IT certificate/degree articulation, prior learning assessment (PLA) and military transcripts, Continuing Education (non-credit) Health IT certificate development, additional (non-grant funded) student navigation services provided to students participating in grant-funded programs, and frequent meetings/consultations with college and department administrators.

Comments:

One source of leverage on the horizon is a \$27,000 grant to Northern Virginia Community College's Medical Education Campus from Kaiser Permanente. The funds will provide increased attention to Prior Learning Assessment and help make the transition easier for veteran students by streamlining the processes by which Military Occupational Specialties can transfer into academic credit and professional credentials. These funds will provide additional support for Veteran Student Navigation services already offered to veterans students enrolled in TAACCCT-funded programs.

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.

In their statement of work, Northern Virginia Community College committed to starting a Health IT Industry-Education Council for northern Virginia. NOVA reached out to several regional employers, associations, and educational institutions. Potential members include: Inova Medical Complex & Hospitals, Kaiser Permanente, Armed Forces Contractors & Electronics Association, C-O-R Orthopedics, Health Practice & University Health Consortium, Innovate Healthcare Consortium, & George Mason University.

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

Clover Park Technical College received employer feedback by attending Pierce County Worksource Leadership team meetings and Pierce County Health Care Council meetings. Pierce College held a CIS/HIT Advisory Committee meeting where members (employer representatives) were updated on the status of grant activities and the need for additional internship sites. Renton Technical College has 12 employer partners that have provided externship sites for students and/or directly hired program students.

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

Bellingham Technical College made contact with over 100 regional employers. The purpose of the contact was to improve employer involvement, share program information, encourage graduate hiring, and request participation in a survey about regional Health IT employment. Over 50 employers have agreed to participate in the survey. Consortium colleges are having some challenges with internships (identifying sites, # of sites vs # of students, & the administrative burden required by some employers).

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

Clark College made a connection with Catholic Community Services & Reside Residential Care at Healthcare hiring event hosted by Worksource. Bellevue College made multiple employer contacts at a HIMSSNW Technology Conference, including Clarity Health, MEUDESIC and OneHealthPort. Washington Association of Community & Migrant Health Centers and Cambia Health provided internships for Bellevue students. COMFORCE recruiters offered career development and interview prep for all Consortium students.

Comments:

The Washington Health Care Authority (HCA) contacted Northern Virginia Community College in Q8 to offer assistance with the formation of a northern Virginia Health IT Industry-Education Council (HIIEC). HCA shared various start-up materials, including: a brochure introducing the concept and rationale for such a council, a Primer that outlines detailed steps in standing up a HIIEC, and a worksheet that NOVA would complete to tailor steps for their specific situation and state of readiness for starting a council similar to the Washington Health IT Industry-Education Council. HCA has also offered material assistance beyond the start-up documents.

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

Did you acquire any additional employer partners during this quarter?

Yes

D. Timeline for Grant Activities and Deliverables

General Comments:

Progress against deliverables is stronger than expected. Health e Workforce Consortium activity is on time, with one exception. The Federally Registered Veterans Health IT Apprenticeship will not be piloted during the grant interval. Details in Grant Summary and Issues sections. Curricula is on time and being augmented with two additional deliverables: Health IT Simulations and Health Information Technology Fundamentals course co-developed with Stanford Open Learning Initiative and now residing on Stanfords servers for free self paced access. Faculty development resources is in final draft form and will be delivered in Q10. Cloud based access to electronic medical record systems continues in pilot phase and successful. The National Veterans Career Services Initiative with partner HIMSS continues to exceed all expectations and momentum. HIMSS has committed to sustaining this effort within the professional association permanently. The WA state Health IT

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Industry Education Council published an analysis of program offerings in the state and held a quarterly meeting. Prior Learning Assessment work is being aggregated into resources for veterans, advisers and other learners for national dissemination. Student services are being consistently provided and documented across the Consortium, with a new emphasis on employ-ability. Third part evaluators provided a revised Second Interim Report. Monthly check in calls continue to be critical to ensuring grant activity reflects commitment and remains compliant.

How many programs are you planning to offer?

20

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

20

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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.

11/10/2014: Working with Madigan Army Medical Center to seat apprenticeship. Leadership is supportive; Human Resources office recommends against pilot. Further meetings and resolution expected in Q9.

02/01/2015: Piloting the apprenticeship is no longer feasible; its one year duration exceeds the amount of time remaining. Collaboration with 5 organizations and initial discussion with at least 6 others has not secured a pilot site. Details in Issues

Activity ID: 2

Status: Ongoing

Activity Type: Activity

Project Goal: Strategy 2.1 Activity 1

Narrative: Develop, review, implement, and disseminate

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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%.

11/07/2014: NOVA has submitted initial drafts of instructional materials for Nursing and has created an implementation plan. Consortium completion progress: -Curricula-100% -Infusion instructional materials-94% -HIT certificate materials-93%

02/05/2015: All materials have been completed except one course, which is 95% complete and 2 other courses, which will be completed by q10. Consortium completion progress: Curricula-100% , Infusion instructional materials-99%, HIT certificate materials-95%

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.

11/07/2014: V2 revisions of online faculty development materials underway. Planning for q10 implementation of V2 content in progress.

02/05/2015: V2 revisions of online faculty development materials underway. Implementation V2 training scheduled for q10.

Activity ID: 4

Status: Ongoing

Activity Type: Activity

Project Goal: Strategy 4.1 Activity 1

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.

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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.

11/07/2014: New contracted partner provided technically successful launch and responsive help desk support. OpenEMR used by 8 colleges. Academic enhancements and technical troubleshooting of VistA system completed; everything is ready for Q9 implementation.

02/05/2015: Contracted partner has provided consistently excellent service to colleges and students. OpenEMR was used by 7 of 9 colleges (Note: we had an error in our earlier reporting on this number). VistA system implemented in q9 and used by 6 colleges.

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.

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.

11/10/2014: Monthly national webinars: Sept:Tips for Translating Your Military Experience into Civilian Careers;Aug:Resume Help for Military Transition;July:Nursing in Health IT. E- mentoring underway. National outreach at 4 conferences.

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02/06/2015: A full day pre-annual conference veterans summit is confirmed for April. Wounded Warrior Dawn Halfaker will keynote. Veteran and Rush Medical Center CIO Jamie Parent will present, as well as Consortium Executive Director Patricia Dombrowski.

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.

11/10/2014: Northern Virginia council formation initiated this quarter. Exhibited at Washington state high school advisers conference and met with the Washington Office of the Superintendent of Education to encourage use of the WA Health IT Program Inventory.

02/01/2015: Northern VA CC core council advisors met to discuss goals, first steps and membership composition. HCA is providing requested development resources.

Activity ID: 7

Status: Ongoing

Activity Type: Activity

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Project Goal: Strategy 7.1 Activity 1

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

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.

11/10/2014: Creation of crosswalk between military training/curriculum and HIT training programs underway. Campuses tasked with reporting credits received through various methods.

02/06/2015: Testing and implementation of military crosswalk. Received all responses back from colleges.

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 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.

11/07/2014: Monthly student services meetings continue. Student services staff at each college regularly report progress against goals to lead college staff.

02/05/2015: Monthly student services meetings continue, now with an increased focus on employment. Student services staff at each college regularly report progress against goals to lead college staff.

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

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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.

11/05/2014: Quarterly reporting completed for Q7 in August. Continuous improvement benchmarks discussed in monthly meetings. Third party evaluators shared first interim report with consortium and attended all-consortium meeting to share results.

02/06/2015: Quarterly and annual reporting completed for Q8/Y2 in November. Employment data retrieved from state partners and included in report.

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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.

11/10/2014: In the interest of realizing maximum value from the contractor attached to this project, and in partial lieu of curriculum development, creation of a Health IT Educator's Guide to Apprenticeship in addition to the Employer's Guide is being pursued.

02/01/2015: Lacking an employer partner, a complete curriculum cannot be created. A sample outline will be included in the Educators Guide, which will be developed prior to 9.30.2015 to help move this important initiative forward post-grant.

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

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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.

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

11/10/2014: Employer's guide draft is in process.

02/01/2015: Draft received and discussed regarding length, formatting and probable users. Final draft scheduled for Q10.

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.

11/07/2014: Curricula and finalized instructional materials completed for 8/9 certificates.

02/05/2015: Curricula and finalized instructional materials completed for 8 out of 9 certificates.

Deliverable ID: 4

Status: Complete

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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.

11/07/2014: Successfully completed in Q2. No further work planned on this element.

02/05/2015: Successfully completed this in Q2. No further work planned on this element during grant.

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.

11/07/2014: 8 of 9 colleges have submitted curriculum overviews and finalized instructional materials for infusion into Allied Health and Nursing programs. NOVA is working on finalizing content for infusion into Nursing and Radiation Therapy programs.

02/05/2015: All colleges have submitted curriculum overviews and finalized instructional materials for infusion into Allied Health and Nursing programs.

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 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

11/07/2014: Materials for infusion into existing programs are ~ 94% complete. Materials for new HIT programs are ~ 93% complete. Except for NOVA, delays did not impede implementation. Carnegie Mellon OLI HIT project is 100% complete and open to the public.

02/05/2015: Materials for infusion into existing programs are ~ 99% complete. Materials for new HIT programs are ~ 95% complete. Carnegie Mellon/Stanford OLI HIT project is 100% complete and open to the public.

Deliverable ID: 7

Recipient: Bellevue Community College

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Quarter Ending: 12/31/2014

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.

11/07/2014: 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.

02/05/2015: Planning for broader dissemination is underway. Analysis and organization of instructional materials that enable users to access content in a variety of ways is underway, in preparation for national dissemination.

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.

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

11/07/2014: 11 faculty participated in online training in Q5. 2 synchronous webinars were also conducted, which included 5 faculty. Planning and revisions for second round of online and webinar-based faculty development underway. Implementation planned for Q10.

02/05/2015: 11 faculty participated in online training in q5. 2 synchronous webinars were also conducted, which included 5 faculty. Revisions for second round of online and webinar-based faculty development underway. Implementation scheduled for q10.

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

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Quarter Ending: 12/31/2014

shifted to enabling open source systems. Two systems are now operational.

11/07/2014: 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.

02/05/2015: 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.

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

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.

11/07/2014: Contractor was hired and work has begun on the development of highly interactive EMR simulations for both OpenEMR and VistA. Estimated completion in Q10.

02/05/2015: Contractor was hired and work is underway to develop highly interactive EMR simulations for two electronic health record systems-- OpenEMR and VistA . Completion and dissemination to colleges scheduled for q10.

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

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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.

11/07/2014: Version 2 of student access protocols and guide for OpenEMR completed in Q6. Quick-start guide developed in Q5-Q6. Self-paced online module completed in Q5-Q6. VistA guide created in Q8.

02/05/2015: Version 2 of student access protocols and guide for OpenEMR completed in q6. Quick-start guide developed in q5-q6. Self-paced online module completed in q5-q6. VistA guide created in q8; no additional work on this deliverable expected.

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

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.

11/07/2014: Initial OpenEMR faculty orientation provided in year 1. OpenEMR quick-start guide

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developed in Q5-Q6; VistA guide created in Q8. VistA faculty orientation conducted in Q8; development of on-demand orientation planned for Q9.

02/05/2015: Initial OpenEMR faculty orientation provided in year 1. OpenEMR quick-start guide developed in q5-q6. VistA guide and faculty orientation completed in q8; on-demand orientation created in q9. No additional work on this deliverable expected.

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.

11/10/2014: Presented at: Defense Health IT Symposium; Air Force Sergeants Association Professional Airmens Conference; National Council of State Legislators Summit; HIMSS National Health IT Week.

02/06/2015: This Quarter employers were approached to provide sponsorship for veterans at April's annual conference (partial list): National Able; Program LEAD; Seimens; Intel; McKesson; Microsoft; Soldier for Life; Leidos; Lockheed Martin; Epic

Deliverable ID: 14

Status: Ongoing

Deliverable Type: Deliverable

Project Goal: Deliverable 5.1 Activity 2

Narrative: Employment resources

Expected Start: 10/01/2012

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Quarter Ending: 12/31/2014

Expected End: 09/30/2014

Actual Start: 01/07/2013

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.

11/12/2014: A full day veterans employment workshop is being developed for the HIMSS annual conference. Grant staff will make a presentation regarding CAHIMS and other educational resources. E-mentors for interested veterans are being sought and categorized.

02/01/2015: Work has begun on a military occupations crosswalk to HIT job descriptions, leveraging federal data and American Council on Education information. Q 10 completion estimated.

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

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(~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.

11/10/2014: 8 state HIMSS chapters have committed to sponsoring (all costs) a veteran aspiring to enter the field at the HIMSS Annual Conference in Chicago, March 2015. Other states are expected to follow suit.

02/04/2015: Corporate sponsorship has been secured from TIAG, Hitachi and EPIC for grant supported HIMSS annual conference veterans events. 14 veterans are now being sponsored by state chapters \$ 1,800 each.

Deliverable ID: 16

Status: Ongoing

Deliverable Type: Deliverable

Project Goal: Deliverable 5.1 Activity 4

Narrative: Monthly webinars

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). 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 Topics: April:HIMSS Certifications; May:Youve Got This! Making the Transition from Military to Civilian Healthcare; June:HIE: Drivers, Challenges and Trends

11/10/2014: a. Sept:Tips for Translating Your Military Experience into Civilian Careers b. Aug: Help for Military Transitions - Facts, Myths, Answers & Strategies c. July:Nursing in Healthcare IT All available at himss.org

02/01/2015: October:Career Change? How to Navigate through HIT Industry Military and Health

IT security, how they connect November: Career Change? How to Navigate through HIT Industry

December: Cancelled due to presenter cancellation

Deliverable ID: 17

Status: Ongoing

Deliverable Type: Deliverable

Recipient: Bellevue Community College

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

Quarter Ending: 12/31/2014

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.

11/10/2014: d-Mentoring is underway. The TAACCCT-funded project manager embedded in HIMSS for veterans projects brokers the requests and matchmaking. At launch this quarter volunteer mentors exceeded requests.

02/04/2015: To date 15 veterans have requested mentorship and have been matched. Mentor - mentee meetings at the annual conference are planned.

Deliverable ID: 18

Status: Ongoing

Deliverable Type: Deliverable

Project Goal: Deliverable 5.1 Activity 6

Narrative: Industry Advocacy

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.

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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.

11/10/2014: HIMSS VP of Professional Development and TAACCCT-funded Veterans PM attended & presented at the Clinton Global Initiative Annual Conference.

02/01/2015: Consortium Exec. Director and HIMSS VP of Prof. Development presented at the American Association of College Trustees conference. Vets PM presented at the EnAbleD Vet summit for industry partnership.

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.

11/12/2014: Veterans special interest group formation and implementation is complete and being sustained by HIMSS.

02/01/2015: Completed

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: 12/31/2014

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.

11/12/2014: Veterans focused Career Services Task Force initiatives have been moved to the HIMSS Veterans Advisory Council permanently. The Council meets monthly to assist in guiding HIMSS veterans services and to encourage members to hire and develop veterans.

02/01/2015: Council outreach activity included groundwork for employers veterans hiring best practices compilation.

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

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

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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)

11/10/2014: Annual Washington State Health IT Program Inventory update is in process.

Completion expected Q10.

02/01/2015: completed

Deliverable ID: 22

Status: Ongoing

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.

11/10/2014: Key Expert Series remains under discussion by new Council lead, Rebecca Burch.

02/01/2015: Key Expert Series will consist of sector experts presenting to Council followed by education and industry-specific moderated exchange.

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

Recipient: Bellevue Community College

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Quarter Ending: 12/31/2014

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)

11/12/2014: completed (see 5.12.2014 Note)

02/06/2015: Completed (see 5.12.14 Note below)

Deliverable ID: 24

Status: Ongoing

Deliverable Type: Deliverable

Project Goal: Deliverable 6.1 Activity 4

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

11/10/2014: Consultation with Northern Virginia Community College regarding Council formation. Council initiation is expected in Q10.

02/04/2015: Work with Northern Virginia CC is underway. An initial meeting of core stakeholders was held this quarter.

Deliverable ID: 25

Status: Ongoing

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Deliverable Type: Deliverable

Project Goal: Deliverable 7.1 Activity 1

Narrative: PLA PAn

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.
11/10/2014: Provided to colleges information on ACE credit acceptance, and new Washington laws around the acceptance of military credit and other PLA reporting requirements.
02/06/2015: Had meetings and correspondence with PMs regarding PLA data reported, and about the challenges and strategies moving forward.

Deliverable ID: 26

Status: Ongoing

Deliverable Type: Deliverable

Project Goal: Deliverable 7.1 Activity 2

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

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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.

11/12/2014: State PLA workgroup considering using ACE tools utilized by grant project to gather PLA data from all Washington colleges.

02/06/2015: The development of the EMSL (Employer Military Skills Locator), a tool to assist HIT employers identify military occupations, is nearing completion. Testing to begin soon. A feature list for the web based tool is under development.

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.

11/10/2014: Completing data sets for military crosswalk and other materials. Working with curriculum developer to infuse PLA materials into curriculum dissemination documents.

02/06/2015: Working on HIT military tool- evaluating data sources to try to find as complete a set of military occupations as possible.

Deliverable ID: 28

Status: Ongoing

Deliverable Type: Deliverable

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Quarter Ending: 12/31/2014

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.

11/12/2014: All colleges will provide data on credits received through Prior Learning during Fall quarter. All nine colleges have created and can offer PLA opportunities.

02/06/2015: Data received from all 9 colleges. Will compile data in Q10.

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.

11/07/2014: All 9 colleges completed marketing plans for their grant-sponsored programs by the

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end of Q5. Consortium marketing plan also completed. Marketing Survey: Collected data from member colleges on marketing, outreach, and advertising activities.

02/05/2015: All 9 colleges completed marketing plans for their grant-sponsored programs by the end of q5. Consortium marketing plan also completed. Marketing activities continue.

Deliverable ID: 30

Status: Ongoing

Deliverable Type: Deliverable

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.

11/07/2014: Student Services Plan completed. Includes deliverables and ongoing support for recruitment, retention & employment services.

02/05/2015: Student Services Plan completed. Includes deliverables and ongoing support for recruitment, retention & employment services. Goals have been established by colleges and progress against goals reported.

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.

11/07/2014: On-site session to share best practices & resources; set goals; and engage in action planning for recruiting, retention and employment. Guest speakers from industry at monthly meetings. Progress reports submitted quarterly.

02/05/2015: In q9, on-site session to share best practices & resources and set goals for recruiting, retention and employment. Guest speakers from industry at monthly meetings. Resources shared in LinkedIn group and bi-monthly employment newsletter.

Deliverable ID: 32

Status: Ongoing

Deliverable Type: Deliverable

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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11/07/2014: Employment & Student Services Specialist spent 2 days/week at joint military base recruiting transitioning military into Consortium programs through the end of August. Veterans program manager working with colleges to enhance military connections.

02/05/2015: Veterans program manager continues outreach enhance Consortium military connections.

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.

11/07/2014: Grant staff at all colleges continue to provide one-on-one employment advising to students. Consortium Employment Survey: Collected data on career development, employer engagement, and job placement activities. Consortium Employment Plan created.

02/05/2015: Grant staff at all colleges continue to provide one-on-one employment advising to students.

Deliverable ID: 34

Status: Ongoing

Deliverable Type: Deliverable

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.

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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

11/07/2014: Continue to post jobs to our HIT LinkedIn group and invite recruiters to post jobs. Set up a LinkedIn site for Consortium navigators to share information and job listings. Tweets: 1604; followers: 338

02/05/2015: Continue to post jobs to our HIT LinkedIn group and invite recruiters to post jobs. Continue to share information and job listings in Linked In group for navigators. Tweets: 1658; followers: 340

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

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meetings, discussing best practices and implementation.

11/05/2014: Monthly meetings continue to include continuous improvement criteria discussion, including best practices and implementation. In Q7 job assistance, employer outreach, and student recruitment topics discussed. Evaluator shared student survey results.

02/06/2015: Continuous improvement focused on student retention, curricula dissemination, and electronic health record exposure and use. Monthly meetings continue to introduce and revisit topics to share best practices.

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.

11/05/2014: Policies and Procedures Manual has been updated as a result of DOL monitoring visit. Updates have been shared with consortium members to ensure compliance with federal and state guidelines.

02/06/2015: Policies and Procedures Manual has been shared with other TAACCCT grantees and continues to be a priority by consortium members.

Deliverable ID: 37

Status: Ongoing

Deliverable Type: Deliverable

Project Goal: Deliverable 9.1 Activity 3

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Quarter Ending: 12/31/2014

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.

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.

11/05/2014: Dashboards maintained quarterly to reflect progress against grant goals, which were called out by Federal Project Officer as a best practice. Employment data is being secured for Q8/Y2 reporting.

02/06/2015: Employment data was retrieved and reported for Y2. Dashboards and overall grant progress against goals were discussed in monthly meetings and calls.

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

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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.

11/05/2014: Monthly check in calls with individual colleges and monthly Consortium-wide meetings continue. All grantees came together in September 2014 for third on-site meeting.

02/06/2015: Regular monthly check in calls with individual colleges continue, and have focused on budget and progress against goals as Y2 begins. Support visits being planned for spring 2015.

F. Key Issues and Technical Assistance Needs

Title	Description
Apprenticeship Pilot Site	It appears likely the Consortium will not seat a pilot apprenticeship, despite a disproportionate and impassioned effort. Private industry does not wish to engage in federally regulated workplace experiences for learners and public agencies must undertake a systemic HR change to institute an apprenticeship vertically into their organization...a time consuming process. We have identified an alternative deliverable (Summary) and are actively advocating for apprenticeship uptake beyond the grant.

G. Best Practices, Promising New Strategies and Success Stories

Best Practices and Promising New Strategies

1 Additional Deliverable - PLA

The Employers Military Skill Locator was developed to encourage and expedite veteran hiring and assist colleges with assignment of prior learning credit based on military experience. It answers the often asked question What military occupation is most like the job I want to fill with a veteran? This tool is under development as a proof of concept and is limited to a subset of occupations in health information technology. Extrapolation to any industry sector is entirely feasible.

Success Stories

1 Curricula Infusion Works

Northern Virginia Community College tracked exam success rates for nursing NCLEX-RN exams before Consortium-developed health IT curricular elements were infused into the program and after. Accounting for no other known variables students having experienced the health IT infused content attained higher scores than those who did not. Wonderful! This knowledge attainment is critical to employ ability and job progression.

H. Additional Outcome Information

Third party evaluators, Social Policy Research Associates delivered a revised Second Interim Report this quarter. It and all evaluation reports may be accessed at the project site: <http://hiteducation.org/hew-member-college-resources/project-evaluation/>