

# PALOMAR COLLEGE INSTITUTIONAL REVIEW

**-2005 NON-INSTRUCTIONAL PROGRAMS DATA COLLECTION FORM-**  
*PLEASE READ "2005 NON-INSTRUCTIONAL PROGRAMS GUIDELINES FORM" BEFORE PROCEEDING.*

**Non-Instructional Program Reviewed in this Document: Health Services**

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**1. Progress Report. Review previous year's institutional review.** Describe the progress made on any recommendations or areas of need identified in your previous year's review. Specifically, describe progress made toward current department goals and objectives, and learning outcomes.

- New Health Fee policy implemented
- 1 Hourly RN hired and trained
- Worked collaboration with the Research & Planning Dept. to produce survey questions that will help identify success rate and retention rate with students using Health Services.

**2. Provide effective data sources to evaluate this department.** Insert qualitative and quantitative data elements that can be used to evaluate this department—what information do you typically use to document your success and justify expanding your department or budget.

Health Services uses a medical database called MedPro which allows us to track the number of visits made, types of visits made, and can differentiate between who the visit was made by (staff, student, or other). This program has enabled us to do a yearly data comparison since the 2001/02 school year. (See #4)

Collaborating with the Research and Planning Dept. on the development of a departmental survey

**3. Program assessment.** Assess needs of your department dictated by changes in staffing, equipment, training, software/technology and facility needs .

- Staffing Needs: Administrative Secretary, College Health Nurse, and Hourly Nurse
- Technology Training: MedPro Data Base; PeopleSoft update
- 1 computer; 1 to 2 replacement desks
- Flooring and desk/counter for HS at both the San Marcos Campus and at the Escondido Center

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## 4. List accomplishments department has made in the last year.

- Total Health Services Visits for 2004/2005: 14,418
- Marketed Health Services through PSA developed by ETV
- Held over 20 Health Education and Wellness programs/events
- 2 Student driven projects developed for PrimeTime News: Immunizations; collapsed Lung
- Promoted Awareness of the Palomar College Smoking Policy in cooperation with the Vista Community Clinic's Tobacco Education Program and the student coalition, S.T.A.R.T.
- SDSU student intern for the Spring Semester (graduated with honors and is now working for Vista Community Clinic)

## 5. List the department's current goals and objectives. (2-3 measurable goals that are congruent with Palomar College Strategic Planning Goals)

- Through departmental/and or other campus events, promote awareness of the immunization requirement for students transferring to a CSU or UC
- Evaluate the new Health Fee policy and implement changes as needed as a result of the passing of AB 982
- Through survey questions, evaluate the success rate and retention rate with students using Health Services

This Report Prepared By: Pam Webb 10/13/05  
 Name (print and initial) Date

This Report Submitted To: \_\_\_\_\_  
 Name (print and initial) Date

**FEEDBACK & SUGGESTIONS TO INSTITUTIONAL REVIEW COMMITTEE FOR NEXT REVIEW:**