**Phlebotomy Program Advisory Committee Work Plan**

**2013-2014**

|  |  |  |  |
| --- | --- | --- | --- |
| **Annual Goal Area** | **Strategies** | **Timeline** | **Advisory Committee Member Participation** |
| 1. Student selection process
 | Review criteria | Fall 2012– 2014 | All |
| 1. Review handbook
 | Stephanie will send out handbook for review | Spring 2013 – Fall 2013 *(completed)* | Stephanie, Heather, Lisa P. Lori, Eva |
| 1. Review Clinical Evaluation Form
 | Stephanie will send out Clinical Evaluation Form and the electronic version for review.  | Spring 2013 – Fall 2014  | Stephanie, Heather, Lisa P. Lori, Eva |
| 1. Equipment review
 | Meet at CCW lab to review & discuss | Spring 2013– Fall 2014 | All |
| 1. Vision statement
 | Review by e-mail and discuss possibly by virtual meeting | Summer 2013 – Winter 2014 *(completed)* | All |
| 1. Vision 2020
 | Develop vision 2020 for the Phlebotomy program. | Fall 2013 – Spring 2014 | All members |
| 1. Establish health care team scenarios
 | Meet with nursing | Fall 2013 –Fall 2014 | All |
| 1. Program Review with Clinical Preceptors
 | Invite all Preceptors to Clark for a meeting to review program and clinical evaluation forms | Fall 2014 | All |
| 1. Student pathways
 | Review options for a possible Associates degree | Winter 2014 – Spring 2015 | All |

**Updated 4/2014**