Diman Regional Technical Institute  
School of Practical Nursing  

COMPLETION, LICENSURE & PLACEMENT FOLLOW-UP PLAN 2022-2024

GOAL: Completion, Licensure & Placement Data is collected and documented to verify the achievement of Program Outcomes

GOAL ESTABLISHED: January 2011 – Reviewed Yearly in November

<table>
<thead>
<tr>
<th>OBJECTIVE</th>
<th>STRATEGIES</th>
<th>PERSON (S) RESPONSIBLE</th>
<th>ANTICIPATED COMPLETION/EVAL. DATE</th>
<th>OBJECTIVE MET, UNMET, IN PROGRESS</th>
</tr>
</thead>
</table>
| Data compiled on completion rates of each class meeting minimum requirements | Documentation of completion rates of most recent graduating class – preparation of COE, CPL form and annual report to MA Board of Registration in Nursing (BORN) | Program Director | Annually (November) | COE Report not completed – delay from COE on new software to be released Report due March 2023  
Objective Not Met – November  
Objective Met- Annual BORN report submitted October 2022 meeting minimal requirements |
| Data compiled on licensure rates of each class | Review quarterly BORN licensure report to evaluate if graduates are passing on first attempt– Utilize report information to complete COE CPL report and annual BORN report. | Program Director | Annually (March) | Objective met – Annual BORN report submitted October 2022 with 96% first time pass licensure rate  
Objective Ongoing- COE report due March 2023 |
| **Systematic and continuous information collected focuses on program effectiveness and relevance to job requirements** | The Graduate Survey collects the following data on the completers: - contact information - year of graduation - advanced education - evaluation of preparedness R/T program objectives - preparation for NCLEX-PN - program strengths & areas for improvement of quality of program outcome  

The Employer Survey provides feedback as to how well the completer was prepared to meet the program objectives | Program Director/Chair Program Evaluation Committee | Annually June |

Graduate Survey includes questions related to required data collection Objective Not met – survey to be sent in December 2022 (6 months post-graduation)  

The Employer Survey includes questions related to required data collection  
Objective Met – 2021 graduates  
Objective Ongoing for 2022 graduates Surveys to be sent in December after Advisory Board meeting |

| **Collection of job Placement data to determine placement rate that meets minimum requirements** | The Graduate Survey is distributed to all PN graduates 6-12 months after graduation. Completers are contacted via email, phone, mail, USPS, and Facebook.  

Employer Surveys are distributed to Employers of program graduates via mail, email, and distribution by Program Clinical Faculty with a goal of 50% return rate. Preparation of COE – CPL form  

Data from Graduate & Employer Surveys is compiled  

Student achievement of nursing competencies is evaluated along with: - program reports - NCLEX results - completion data  

Trends are identified and revisions to the program are made as necessary | Program Director/Chair Program Evaluation Committee | January |

Graduate survey returns from Class of 2021  
Objective Met – January 2021 data collected on return to school, employment, rate of pay via email/phone  

Employer Survey returns from Class of 2021  
Objective Not Met January 2022 only 3 facilities returned surveys  

Objective met – Graduate Surveys  
Objective not met – employer surveys | |

Documented in SEP Minutes  
Objective - ongoing |
| **Compilation of Placement Data is used to evaluate and improve the quality of the program** | Summary of placement data results are communicated to faculty, Advisory Board and administration | Program Director/Faculty | Results reviewed at Spring Advisory Board Meeting and Program Evaluation Meeting  
**Objective met spring 2021 and data distributed** |
|---|---|---|---|
| **Communication Network between staff, faculty, business, students** | Annual Career Fair  
-Held at Diman Regional School of Nursing  
-representatives from various agencies that employ LPNs invited | Program Director | June  
**In person job fair in collaboration with Bristol Plymouth School of Nursing**  
**Objective Met – June 2021** |
| **Counseling of Students Job Placement** | Year-long Communication  
Faculty/staff will notify students of job opportunities via bulletin board postings  
-Employers will contact program when job openings occur and as students near graduation  
-Self-assessment of strength, weakness & career goals  
-Resume Preparation  
-Interview Preparation  
-proper dress  
-common questions  
-Advanced education guidance  
-Community College guest speaker | Program Director/Faculty/Staff | May  
**Term IV Leadership course covers self-assessment, resume and interview preparation**  
**Objective – Met June 2022 Director instructed regarding resumes and interviewing**  
**Objective not met – June 2022 Local college unable to provide presentation** | Ongoing |
| Maintenance of Completer Records | All completer placement records will be stored electronically and in hard copy in the LPN Office. Completer placement records will be used to measure the success of the institution in achieving its mission. Information obtained will be compiled into a report for CPL. | Program Director/Bookkeeper | June | Class of 2021 placement surveys collected and stored electronically and in hard copy form. Objective met |

<table>
<thead>
<tr>
<th>Sample of Employers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Catholic Memorial Skilled Nursing &amp; Rehabilitative Care</td>
</tr>
<tr>
<td>Alden Court Nursing Home</td>
</tr>
<tr>
<td>Pediatrics Associates</td>
</tr>
<tr>
<td>Sacred Heart Nursing &amp; Rehabilitative Care</td>
</tr>
<tr>
<td>WATC</td>
</tr>
</tbody>
</table>

*Plan for Completion, Licensure & Placement is publicly available on [www.dimanregional.org](http://www.dimanregional.org)*