

## Prosper ISD Dual Credit Clinical Program Qualification Process

The selection process for all Health Science Clinical Programs will be conducted through the Collin College Health Professions Department. Students interested in participating in a clinical program for the 2022-2023 academic year will need to complete the following qualification process in order to be considered for a position in a dual credit clinical program.

### **Courses Requiring Collin Qualification Process Include:**

- **Certified Nurse Aide (CNA)**
- **Electrocardiograph Technician (EKG)**
- **Emergency Medical Technician (EMT)**
- **Patient Care Technician (PCT)**
- **Rehabilitation Aide (RA)**

Please read the following steps **CAREFULLY** and be sure that you fully complete all parts of the application in order to earn the best score possible.

\*\*\*The following requirements must be submitted no later than **Friday, January 20<sup>th</sup> at 5:00 p.m. (CT)** to qualify. Students who do not complete the required application process by this deadline will forfeit their opportunity to participate in a Health Science Clinical program.\*\*\*

Should you have any questions as you are completing this process, please email the Health Professions Department at [healthprofessions@collin.edu](mailto:healthprofessions@collin.edu).

## QUALIFICATION PROCESS STEPS:

### **1. Student Information Form**

The main portion of the clinical program qualification process is the Student Information Form. Each student will complete the following sections within the form:

- **Demographic Information:** Please ensure you provide ACCURATE demographic and contact information in this section of the form. The information you provide here is how you will be contacted with the results of this qualification process.
- **Clinical Program Selection:** Students will select their Top TWO clinical program choices. Keep in mind that each of the programs has limited enrollment capacity. **DO NOT** select courses in your top two choices that you are not willing/interested in taking, as students will be placed in programs based on their overall qualification score and availability of seats. Please note: Due to enrollment limitations, not all students who apply will be able to be accepted into a clinical program.

- **Transcript Release:** A current high school transcript is required for completion of the clinical application process. These documents will be obtained by the Director of the Health Professions directly from your high school. An acknowledgement release is required and is included within this form.
- **Short Answer Questions:** Students are required to complete five short answer questions as part of their Student Information Form. It is highly recommended that students type and save their answers to the short answer questions in another document first – preferably one that can check spelling, grammar, punctuation, etc. Please keep your responses clear and concise.
- **Video Essay:** Each student must create a short video essay and include the video link as part of their Student Information Form. The video should be at least ONE minute long, but no longer than TWO minutes long, and should demonstrate clear communication, including good eye contact. The **GOAL** of the video essay is to give evaluators a sense of the student’s personality, maturity, and goals. Please read the instructions in the form carefully before submitting your video.
- **Special Circumstances:** If you have contacted us or spoken with us at one of our presentations about a special circumstance or something we need to consider regarding your application, please include that information in this section to remind us about your situation.

To complete your Student Information Form, click on the link below. Be sure to read the instructions for each question very carefully....and don't forget to click the submit button when you are finished!

**CLICK HERE → <https://forms.gle/AbYCxpYbwA4y18EN8>**

## 2. Teacher Qualification Rubrics

**PLEASE READ THE FOLLOWING INFORMATION VERY CAREFULLY:**

Each student is required to have FIVE total teacher qualification rubrics (recommendations) from the following teachers:

- **ONE** from the student’s CURRENT Health Science teacher
- **ONE** from the student's CURRENT English teacher
- **ONE** from the student's CURRENT Math teacher
- **ONE** from the student's CURRENT Science teacher
- **ONE** from a CURRENT teacher of choice (may be band, art, AVID, or even a coach, but must be someone who is a teacher and has observed the student in a classroom setting.)
- **Students are responsible for emailing the following Google Form link to their teachers:**

**<https://forms.gle/xXgqSEQUV4qk81EL6>**

- Please ensure you send your teacher's this email as soon as possible and let them know the deadline for all submissions is January 20<sup>th</sup>, 2023 at 5:00 p.m. CT.
  - If you do not currently have one of the required teachers (e.g., you are not taking science this year), please use your previous year's teacher in that subject.
  - Please **DO NOT** attempt to complete and/or submit this form by yourself, or you will be disqualified from the clinical qualification process.
  - If you have any additional questions about the Teacher Qualification Rubrics, please email the Health Professions Department at [healthprofessions@collin.edu](mailto:healthprofessions@collin.edu).
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## **NEXT STEPS:**

Following the submission deadline, all student information will be reviewed by a committee of faculty and staff at Collin College and scored based on an established rubric. The total possible score for all items listed above is 100 points. Students will be placed into groups based on their first-choice programs and ranked in the order of their overall rubric score. If there is a tie, a Panel Interview process will be utilized to determine the final candidates for each program.

## **Panel Interview**

Students who are selected to participate in a panel interview will have the opportunity to be evaluated by a panel of interviewers in February. A sign-up form will be sent for students to select the interview time that works best for them. Students will be interviewed in groups of five.

Students should prepare for the interview by wearing appropriate business attire. The interview will consist of five questions – each student will answer each question and will have the opportunity to go first and last in answering.

Interviews will be scored on a scale of 25 points and will be added to the overall qualification score for final ranking.

Once the interviews have been completed, all students will receive their final ranking/score and be placed into programs. The top students will be accepted based on overall score and availability of spaces in each program.

For those applying for the EMT program, we will select the top 10-15 candidates from the application process to proceed to the EMS Interview Process. This will be an entirely separate process conducted by the EMS department at Collin College. It will require an additional application form and an interview process. Students must meet a minimum qualification level to be considered for a position in the EMT Dual Credit Academy. The EMT Academy at the Technical Campus will accept up to 20 students based on interest and qualification level. All communication and final decision-making for the EMT Academy will be handled by the EMS Department. Please ensure you have provided your correct email address and that you are checking it frequently.

**The Health Professions Department will notify students via email regarding their acceptance status within a week of completing the interview process. Should you have any questions between now and then, please do not hesitate to reach out to us at [healthprofessions@collin.edu](mailto:healthprofessions@collin.edu). We look forward to receiving your application and wish you the best of luck in the process!**