



Committee on Accreditation of Educational Programs for the EMS Professions (CoAEMSP), in cooperation with the Commission on Accreditation of Allied Health Education Programs (CAAHEP)



2021

Annual Report

CoAEMSP Letter of Review (LoR) / CAAHEP Accredited (Initial and Continuing) programs must complete the CoAEMSP Annual Report for Paramedic level students/graduates ONLY and submit THIS Excel annual report template which represents all cohorts that have graduated in 2021. No PDF or paper copy versions of this report will be accepted.

~ Remember ~
The filing deadline is May 15, 2023

Should you have questions as you work through the Annual Report, please contact Lynn at (214) 703-8445 ext 115 or annualreports@coaemsp.org

<=== Hovering your cursor over a cell with a red triangle in upper right corner reveals text. Try it.

CoAEMSP
Program #:

600764

(the 600XXX number assigned by CoAEMSP)

Sponsor/Program:

HCI College

City:

West Palm Beach

State:

FL

Accreditation Status:

Initial Accreditation

Direct website URL (Link) to the Paramedic
educational program's published outcomes:

<https://www.hci.edu/programs/paramedic>

CAAHEP Standard V.A.4.:

The sponsor must maintain, and make available to the public, current and consistent summary information about student/graduate achievement that includes the results of one or more of the outcomes assessments required.

CoAEMSP Policy IV.D.:

All programs (accredited and LoR) must publish their latest annual outcomes results for the National Registry or State Written Exam, Retention, and Postive Job Placement on the paramedic program's homepage of their website. At all times, the published results must be consistent with and verifiable by the latest Annual Report of the program.

Cohorts/Classes

Did the program have cohorts (classes) graduate in the 2021 calendar year?

Yes

Number of primary (main) campus cohorts (classes) that graduated in 2021:

3

Did the program operate any satellite location(s) in the 2021 calendar year?

Yes

Step 1: Select and complete the 2021 Satellite(s) tab (bottom left of the spreadsheet). Once the satellite data has been entered, the aggregate results will auto-populate in a single satellite outcome column [i.e., Satellites] in each of the tables below on this tab (i.e., 2021 Annual Report).

Step 2: Return to this tab (i.e., 2021 Annual Report tab), add the main campus data in each of the tables below, provide an analysis and action plan (if needed) for each of the tables that do not meet

Did any students in the satellite location(s) graduate in the 2021 calendar year?

Yes

the outcome threshold, and complete the remainder of the tab.

Outcomes Summary

600764

HCI College

RETENTION

The Retention outcome threshold set by the CoAEMSP is 70% and based on the retention/attrition formula. All programs must calculate retention based upon the number of students enrolled after completing 10% of the program's advertised TOTAL clock hours (e.g., 10% of 1,200 total clock hours = 120 hours; students completing more than 120 hours will be considered enrolled and will be counted in the calculation of the retention outcome). This includes all CORE paramedic coursework (not inclusive of prerequisites such as English, anatomy and physiology, EMT, etc.). Core paramedic coursework encompasses all phases of the program including didactic, lab, clinical, field experience, and capstone field internship.

Retention will be computed using the total number of students that completed in the most recent reporting year (2021) and is calculated by determining Attrition (the number of students who dropped out divided by the number enrolled after 10% of total clock hours). Once the Attrition percentage has been determined, then the Retention percentage is 100% minus the Attrition percentage.

Retention Threshold 70%	Cohort #1:	Cohort #2:	Cohort #3:						Satellites Data	Reporting Year Totals
Enrollment Date mm/dd/yyyy =>	5/4/2020	8/31/2020	1/11/2021							
On-time Graduation Date mm/dd/yyyy =>	5/1/2021	8/28/2021	12/18/2021							
Number enrolled after 10% of total clock hours	6	37	26						27	96
Academic Reasons for Attrition (after 10% completion): *(answer required for each academic category or results will not calculate.)										
*Number dismissed due to grades	0	1	4						3	8
*Number withdrew due to grades	0	1	0						0	1
*Number due to other academic	0	1	1						2	4
Subtotal # Academic Attrition Reasons	0	3	5						5	13
Non-academic Reasons for Attrition (after 10% completion): *(answer required for each non-academic category or results will not calculate)										
*Number due to financial	0	8	0						0	8
*Number due to medical/personal	3	1	5						2	11
*Number due to other/unknown	0	1	0						0	1
Subtotal # Non-academic Attrition Reasons	3	10	5						2	20
Total Attrition 2021	3	13	10						7	33
Total Graduates 2021	3	24	16						20	63
Attrition %	50.0%	35.1%	38.5%						25.9%	34.4%
Retention %	50.0%	64.9%	61.5%						74.1%	65.6%

**The outcome threshold of 70% has not been met.
Completion of the analysis and action plan boxes to the right are required ==>**

(For informational purposes only to check for accuracy)

Manually Calculate Attrition/Retention Results:

Attrition = $\frac{\text{Total \# of Academic Reasons + Non-academic Reasons}}{\text{Number enrolled after 10\% of total clock hours}}$

Retention = 100% - Attrition

600764

HCI College

Link to Available Resource Document (optional)
CoAEMSP website => Resource Library => Instruments & Forms

Retention

[Program Review & Analysis](#)

REQUIRED: A detailed ANALYSIS for Retention outcome in the box below

A thorough analysis of the drops indicated that the majority of students who withdrew did so due to academic factors and employment/financial issues. Academic factors included inability to keep up with the pace, passing the required exams within the program, and failing grades. Employment/financial issues included, obtaining employment, work schedule conflict, and financial reasons.

REQUIRED: A detailed Action Plan for Retention outcome in the box below

The College plans on providing additional training to the admissions department regarding the rigor of the program and the time required outside of the classroom to participate in rides and clinicals. This will be an ongoing training for existing and new admission representatives. The College will also look into some measurement of academic skills prior to a student starting in the program such as standardized admissions testing by 2024.

Are results being reported for both the National Registry & State Written Examinations?

No

Which written examination results are being reported?

National Registry

NATIONAL REGISTRY / STATE WRITTEN EXAMINATION

The Written Examination (National Registry/State) outcome threshold set by the CoAEMSP is 70%. The success of any examination results will be computed using the most recent reporting year (2021) based on the total number of graduates attempting the examination. Each graduate should be reported only once.

National Registry / State Written Threshold 70%	Cohort #1:	Cohort #2:	Cohort #3:						Satellites Data	Reporting Year Totals
Enrollment Date	5/4/2020	8/31/2020	1/11/2021							
On-time Graduation Date	5/1/2021	8/28/2021	12/18/2021							
Total Graduates in Reporting Year *(answer required for each category below) see definitions by hovering over any of the red comment triangle(s)										
	3	24	16						20	63
*Number of Graduates Attempting the National Registry or State Written Examination	3	19	8						13	43
*Number passing - First attempt (Informational Only)	3	17	5						6	31
*Number passing - 3rd attempt cumulative pass rate (First + Second + Third Attempts)	3	19	8						11	41
Total Passing in 2021	3	19	8						11	41
National Registry / State Written Pass Rate Success	100.0%	100.0%	100.0%						84.6%	95.3%

The outcome threshold of 70% has been met.
Please complete the next table below.

(For informational purposes only to check for accuracy)
Manually Calculate NREMT/State Written Examination Results:

NREMT Pass Rate Success = $\frac{\text{3rd attempt cumulative}}{\text{\# of total graduates attempting the written examination}}$

POSITIVE PLACEMENT

The Positive Placement outcome threshold set by the CoAEMSP is 70%. Positive Placement means that the graduate is employed full or part-time or volunteers in the profession or in a related field; or is continuing his/her education; or is serving in the military. A related field is one in which the individual is using cognitive, psychomotor, and affective competencies acquired in the Paramedic educational program.

Positive Placement Threshold 70%	Cohort #1:	Cohort #2:	Cohort #3:						Satellites Data	Reporting Year Totals
Enrollment Date	5/4/2020	8/31/2020	1/11/2021							
On-time Graduation Date	5/1/2021	8/28/2021	12/18/2021							
Total Graduates in Reporting Year										
*(answer required for each placement category)	3	24	16						20	63
*Number of Graduates employed	3	18	7						14	42
*Number of Graduates continuing education or serving in the military in lieu of employment	0	0	1						2	3
Total Positive Placement in 2021	3	18	8						16	45
Positive Placement	100.0%	75.0%	50.0%						80.0%	71.4%

**The outcome threshold of 70% has been met.
Please complete the next table below.**

(For informational purposes only to check for accuracy)

Manually Calculate Positive Placement Results:

$$\text{Positive Placement} = \frac{\text{\# of graduates employed} + \text{\# of graduates continuing ed/serving in the military but NOT employed}}{\text{Total Graduates}}$$

GRADUATE SURVEYS

For each group of graduating students, programs are required to conduct surveys intended for graduates who are employed and have been functioning as a Paramedic and their employers within 6-12 months after graduation using the CoAEMSP required graduate survey items.

	Reporting Year Totals
Total Graduates in Reporting Year	63
Total Number of Graduate Surveys Sent (answer required for this category)	28
Total Number of Graduate Surveys Received (answer required for this category)	0

REQUIRED: A detailed ANALYSIS for Graduate Surveys in the box below

Surveys were sent to all employed graduates at the West Palm Beach Campus. However, surveys were not traced for the satellite campus. This issue was identified, surveys are being created and graduates surveys are now sent every 6 to 12 month via Survey Hero. The College did not receive any surveys back from the graduates.

REQUIRED: A detailed ACTION PLAN for Graduate Surveys in the box below

Career Services Director will ensure that surveys are sent to all employed graduates within the appropriate timeframe. The Career Services Department plan to utilize a new survey as the one sent may have been too cumbersome. Additionally, the Career Services Department will institute a follow-up plan as a reminder to the graduates to complete the surveys.

Completion of the analysis and action plan boxes above are required.

EMPLOYER SURVEYS

For each group of graduating students, programs are required to conduct surveys intended for graduates who are employed and have been functioning as a Paramedic and their employers within 6-12 months after graduation using the CoAEMSP required employer survey items.

	Reporting Year Totals
Total Graduates in Reporting Year	63
Total Positive Placement in 2021	45
Total Number of Surveys Sent to Employers of Graduates (answer required for this category)	28
Total Number of Surveys Returned from Employers of Graduates (answer required for this category)	0

REQUIRED: A detailed ANALYSIS for Employer Surveys in the box below

Surveys were sent to all applicable employers at the West Palm Beach Campus. However, surveys were not traced for the satellite campus. This issue was identified, surveys are being created and graduates surveys are now sent every 6 to 12 month via Survey Hero. The College did not receive any surveys back from the employers.

REQUIRED: A detailed ACTION PLAN for Employer Surveys in the box below

Career Services Director will ensure that surveys are sent to all applicable employers within the appropriate timeframe. The Career Services Department plans to utilize a new survey as the one sent may have been too cumbersome. Additionally, the Career Services Department will institute a follow-up plan as a reminder to the employers to complete the surveys.

RESOURCE ASSESSMENT

Programs (CoAEMSP LoR & CAAHEP accredited) must conduct Resource Assessment at least annually (Standard IIID) and are required to complete a Resource Assessment Matrix (RAM) which includes ten (10) categories [Faculty, Medical Director, Support Personnel, Curriculum, Financial Resources, Facilities, Clinical Resources, Field Internship Resources, Learning Resources, and Physician Interaction]. If programs have identified deficiencies in resources, an action plan and follow up are required to address those deficiencies. The Advisory Committee should be involved in both assessing the resources and reviewing the result. All resource assessment documents (i.e. student and personnel surveys, matrix, and data collection spreadsheet) are located on the CoAEMSP website.

<http://coaemsp.org/Evaluations.htm>

Were all of the Resource Assessment Matrix [RAM] categories equal to or above 80% in the 2021 calendar year?

Yes

Congratulations!! All Resource Assessment Matrix categories have been indicated as Met. Please scroll down to the General Information section below.

The RAM section is complete. Scroll down to complete the General Information questions.

General Information

1 Total number of clock hours of instruction per student in 2021
(didactic, lab, clinical, field experience, and capstone field internship)

1112

(hours)

2 Number of clock hours students were required to successfully complete prior to
graduation in each environment in 2021?

**Please note: The number of clock hours listed below must equal the
total number of clock hours reported in question 1 above.**

Didactic (classroom, lecture)

422

(hours)

Laboratory

150

(hours)

Clinical (in-hospital, clinics, etc.)

200

(hours)

Field Experience
(not including Capstone)

160

(hours)

Capstone Field Internship

180

(hours)

3 Total number of full-time educational faculty in the Paramedic educational
program (including Program Director) in 2021?

2

4 On average, how many months were required for on-time successful completion
of the Paramedic educational program for students graduating in 2021?

12

(months)

5 Did the Paramedic educational program have an identified clinical coordinator in
2021?

Yes

**AS PART OF AN ON-GOING RESEARCH PROJECT TO BETTER UNDERSTAND THE CHARACTERISTICS OF PARAMEDIC PROGRAMS
RELATED TO RETENTION & ATTRITION, PLEASE ANSWER THE FOLLOWING QUESTIONS
CONCERNING THE CURRENT PROGRAM STATUS.**

**Responses are not linked to the 2021 cohort(s) outcomes being reported, but as the program exists currently, today.
The responses to the following questions will in no way impact the Paramedic program's accreditation status.**

6 Does the program have an open enrollment policy (admits everyone that applies)?

No

7 Do the majority of students in the program receive?

Select all that apply

Paid employment (e.g., salary, job) ☐

Benefits (e.g., health care, dental) ☐

Tuition (paid for, reimbursement) ☐

None of the above ☒

8 Which of the following resources does the program provide to students (at no additional cost)?

Select all that apply

Career Planning ☒

Childcare (e.g., daycare) ☐

Counseling service /
Mental health services ☐

Health maintenance services
(e.g., Acute health services, Primary care) ☐

Meals (addressing food insecurity) ☐

Physical fitness / Wellness program ☐

Transportation assistance ☐

Tutoring ☒

Uniform allowance / provision ☐

None of the above ☐

9 What types of admission requirements exist for entry into the program?

Select all that apply

- Evidence of Language proficiency
(assuring that English is fluent) ☐
- Evidence of Math proficiency ☐
- Evidence of Reading proficiency ☐
- Interviews ☒
- Medical knowledge exam (e.g., cognitive) ☐
- Medical skills exam (e.g., psychomotor) ☐
- Minimum aptitude test score ☐
- Minimum grade point average ☐
- Physical abilities test
(e.g., lifting, pulling, moving) ☐
- Pre-admission orientation ☒
- Pre-screening medical examination ☒
- None of the above ☐

10 Do students need to complete any of the following college level courses before entry into the program?

Select all that apply

- Anatomy ☐
- Math ☐
- Medical terminology ☐
- Physiology ☐
- Reading ☐
- None of the above ☒

Yes

By selecting "Yes", I attest that the information in this submission is true and correct, and an accurate description of the Paramedic educational program.

Program Director Name: Yvette Evans

Date of Submission: 5/11/2023 (m/d/yyyy)

Thank you for completing the 2021 Annual Report.
Be sure to check your data then submit this completed template
no later than May 15, 2023 by emailing annualreports@coaemsp.org



2021

Annual Report

Satellite Location(s)

~ Remember ~
The filing deadline is May 15, 2023

***Satellite:** Paramedic program satellite(s) are off-campus location(s) that are advertised or otherwise made known to individuals outside the sponsor. The off-campus location(s) must offer all the professional didactic (which may include any distance education delivery modality) and laboratory content of the program. Satellite(s) are included in the CAAHEP accreditation of the sponsor and function under the direction of the Key Personnel of the program. The CoAEMSP may establish additional requirements that are consistent with CAAHEP Standards and policies.

Failure to obtain CoAEMSP approval for the satellite location(s) may result in Probationary Accreditation and may lead to a recommendation to CAAHEP for Withdrawal of Accreditation (see CoAEMSP Policy XIIC).

NOTE: Students at the satellite location(s) should be identified as a separate cohort(s) on the CoAEMSP Annual Report.

Should you have questions as you work through the Annual Report, please contact Lynn at (214) 703-8445 ext 115 or annualreports@coaemsp.org

<=== Hovering your cursor over a cell with a red triangle in upper right corner reveals text. Try it.

The information from row 17 - 29 below is auto-populated from the 2021 Annual Report tab.

CoAEMSP
Program #:

600764

(the 600XXX number assigned by CoAEMSP)

Sponsoring
Institution:

HCI College

City:

West Palm Beach

State:

FL

Accreditation Status:

Initial Accreditation

Did the program operate any satellite
location(s) in the 2021 calendar year?

Yes

Did any students in the satellite location(s)
graduate in the 2021 calendar year?

Yes

2021 Annual Report tab: Outcomes data for the main campus is reported by cohort.

2021 Satellite(s) tab: Outcomes data for satellites are reported by location NOT by cohort.

By selecting 'Yes', I attest the satellite outcomes data on this tab is entered by location NOT by cohort.

Yes

Number of active satellite locations in the 2021 calendar year:

1

List All Active 2021 Satellite Locations

List each of the active satellite locations, select a separate column number for each location,
and provide the location's outcomes data in the matching column in the summary tables below.
Select 'No Graduates' if the satellite location did not have graduates.

Name	State	Satellite located in the same state?	Total Number of cohorts in 2021	Select which column the outcomes data will be reported in the summary tables below
HCI College Fort Lauderdale	FL	Yes	3	Satellite # 1

Satellite(s) Outcomes Summary

600764

HCI College

SATELLITE RETENTION / ATTRITION

The Retention outcome threshold set by the CoAEMSP is 70% and based on the retention/attrition formula. All programs must calculate retention based upon the number of students enrolled after completing 10% of the program's advertised TOTAL clock hours (e.g., 10% of 1,200 total clock hours = 120 hours; students completing more than 120 hours will be considered enrolled and will be counted in the calculation of the retention outcome). This includes all CORE paramedic coursework (not inclusive of prerequisites such as English, anatomy and physiology, EMT, etc.). Core paramedic coursework encompasses all phases of the program including didactic, lab, clinical, field experience, and capstone field internship.

Retention will be computed using the total number of students that completed in the most recent reporting year (2021) and is calculated by determining Attrition (the number of students who dropped out divided by the number enrolled after 10% of total clock hours). Once the Attrition percentage has been determined, then the Retention percentage is 100% minus the Attrition percentage.

Overall Retention Threshold 70%	Satellite # 1:									Reporting Year Totals
Enrollment Date mm/dd/yyyy =>	5/4/2020									
On-time Graduation Date mm/dd/yyyy =>	12/18/2021									
Total # of Students enrolled in this cohort	27									27
Satellite Academic Reasons for Attrition: *(answer required for each academic category or results will not calculate.)										
*Number dismissed due to grades	3									3
*Number withdrew due to grades	0									0
*Number due to other academic	2									2
Subtotal # Academic Attrition Reasons	5									5
Satellite Non-academic Reasons for Attrition: *(answer required for each non-academic category or results will not calculate)										
*Number due to financial	0									0
*Number due to medical/personal	2									2
*Number due to other/unknown	0									0
Subtotal # Non-academic Attrition Reasons	2									2
Total Satellite Attrition 2021	7									7
Total Satellite Graduates 2021	20									20
Satellite Attrition % (ONLY)	25.9%									25.9%
Satellite Retention % (ONLY)	74.1%									74.1%

This table is finished.

The overall results for this outcome are calculated on the 2021 Annual Report tab.

Please complete the next table below.

(For informational purposes only to check for accuracy)

Manually Calculate Attrition/Retention Results:

$$\text{Attrition} = \frac{\text{Total \# of Academic Reasons} + \text{Non-academic Reasons}}{\text{Total \# of Students enrolled}}$$

$$\text{Retention} = 100\% - \text{Attrition}$$

SATELLITE NATIONAL REGISTRY / STATE WRITTEN EXAMINATION

The Written Examination (National Registry/State) outcome threshold set by the CoAEMSP is 70%. The success of any examination results will be computed using the most recent reporting year (2021) based on the total number of graduates attempting the examination. Each graduate should be reported only once.

Overall National Registry / State Written Threshold 70%	Satellite # 1:									Reporting Year Totals
Enrollment Date	5/4/2020									
On-time Graduation Date	12/18/2021									
Total Satellite Graduates in Reporting Year <i>*(answer required for each category below)</i> see definitions by hovering over any of the red comment triangle(s)										
	20									20
<i>*Number of Graduates Attempting the Certification Examination or State License (NREMT + State)</i>	13									13
<i>*Number passing - First attempt (Informational Only)</i>	6									6
<i>*Number passing - 3rd attempt cumulative pass rate (First + Second + Third Attempts)</i>	11									11
Satellite Total Passing in 2021	11									11
Satellite National Registry / State Written Pass Rate Success	84.6%									84.6%

This table is finished.
The overall results for this outcome are calculated on the 2021 Annual Report tab.
Please complete the next table below.

(For informational purposes only to check for accuracy)

Manually Calculate National Registry/State Written Examination Results:

$$\text{National Registry Pass Rate Success} = \frac{\text{3rd attempt cumulative}}{\text{\# of total graduates attempting the written examination}}$$

SATELLITE POSITIVE PLACEMENT

The Positive Placement threshold set by the CoAEMSP is 70%. Positive Placement means that the graduate is employed full or part-time or volunteers in the profession or in a related field; or is continuing his/her education; or is serving in the military. A related field is one in which the individual is using cognitive, psychomotor, and affective competencies acquired in the Paramedic educational program.

Overall Positive Placement Threshold 70%	Satellite # 1:									Reporting Year Totals
Enrollment Date	5/4/2020									
On-time Graduation Date	12/18/2021									
Total Satellite Graduates in Reporting Year *(answer required for each placement category)										
	20									20
*Number of Graduates employed	14									14
*Number of Graduates continuing education or serving in the military in lieu of employment	2									2
Total Satellite Positive Placement in 2021	16									16
Satellite Positive Placement	80.0%									80.0%

This table is finished.

The overall results for this outcome are calculated on the 2021 Annual Report tab.

Please return to the 2021 Annual Report tab to finish completing the Annual Report.

Remember to save your work often.

(For informational purposes only to check for accuracy)

Manually Calculate Positive Placement Results:

$$\text{Positive Placement} = \frac{\text{\# of graduates employed} + \text{\# of graduates continuing ed/serving in the military but NOT employed}}{\text{Total Graduates}}$$