

Bergen Community College

ASSESSMENT REPORT FORM ADMINISTRATIVE AND EDUCATIONAL SUPPORT

Assessment Period: 2016-2018

AES Department: The Center for Health, Wellness and Personal Counseling

Department Head: Dania Huie-Pasigan

Department Assessment Liaison: Dania Huie-Pasigan

Date Submitted: September 21, 2016

❖ **Mission/goal statement or description of the Department:**

The Office of Health Services is committed to promoting a health environment for all members of the campus community. We are focused on serving the needs of the “whole” student with the conviction that each individual’s health and wellness are essential for academic achievement and personal growth.

❖ **Department’s Core Objectives/Outcomes:**

Our goal is to create a wellness atmosphere so the campus community can remain healthy and continue with their learning experience.

Our objective is to comply with recommendations from the CDC and to submit to the State Health Department a high number of compliance rate of students having the MMR vaccine.

SEMESTER 1: CREATING A DEPARTMENT-LEVEL ASSESSMENT PLAN

1. Department’s Goal(s) or Outcome(s) to be assessed (from the above section):

To increase the students’ compliance of providing proof of immunizations, specifically measles, mumps and rubella (MMR), prior to putting immunization holds by Fall 2018 registration.

2. Means of Assessment:

When every student is accepted, in his/her package is the health form and the requirements. We can generate reports from our school computer based program, Datatel, to see compliance rates. Generally mid semester the office generates the report and sees the total numbers of students that are noncompliant. We then send out a letter to these students that a hold will be put on his/her accounts if the documentation is not brought in. Based on this report we want to increase the rate of compliance and will use numerous ways to make the students aware of this requirement before the mailings go out and a hold is placed such as advertising via Bergen Daily, Facebook , going to orientation sessions, or sending an email blast.

- **Feedback from Vice President:**

SEMESTER 2: DEVELOPING ASSESSMENT TOOL (s) and TIMELINE

3A. Describe or attach assessment tool (s), including sources of data, timeline for data collection and how data will be analyzed.

Spring 2017: Pull reports of how many new students had not submitted their immunizations. Letters will be sent to those students reminding them to submit proof otherwise holds would be placed on their accounts and may not be able to register for Fall 2017 and see their grades from the Spring semester.

- As of 03/2/17 263 students did not meet the requirement. On this same day letters went out to the students to notify them a hold will be placed if immunization record was not provided by 03/27/17.

Fall 2017: Advertise via our Facebook page, Bergen Daily, go to the different orientation sessions, and send an email blast to the students' Bergen email, regarding the school's requirement and that holds will be placed on their accounts. Compare the numbers of holds for Fall 2017 vs Spring 2017.

Spring 2018: Have a survey fill out by students when he/she comes to Health Services to see if advertisement increased his/her awareness of requirements and find ways to improve communications.

Calculate and compare the number of students noncompliant from Spring 2017 and Fall 2017.
Write report findings.

3B. Desired results department and Vice President would like to see.

To see an increase rate of compliance that we can report back to the county.

▪ **Feedback from CIE:**

SEMESTER 3: COLLECTING AND ANALYZING DATA

4. Summary of Results (attach aggregated data table, survey tool, etc., to support the summary)

Timeline:

Jan. 11 International student's orientation

March 30: Spring 2017 Open House

July 28: Success 101 orientation. Explained to professor to spread the word.

August 22: spoke on Bull Dog Day

August 23: Spoke on immunization policy during the Veterans meet and greet, Summer Intensive orientation, Turning Point orientation

Oct 17: **1881** Students with holds. (Number generated by Datatel) Letters, emails and Facebook posts went out to let students know holds will take effect Oct 30, 2017

Oct 30: Immunization holds are in place.

November 02: Had an informational table at the Bergen Open House.

Nov 15: Students placed with immunization holds.

5. Recommendations for Improvement:

Health Services would like to continue attending all the different orientations offered throughout the school. Increase our emails and social medias' reminders. We would love to see an increase in compliances prior to placing holds. Would like to get more involved with the school's Student Life dept. activities to help us promote compliances. In the future, would love to provide these immunizations on campus to assist in compliances from the international students and the adult students that may not necessarily have the immunizations as the main track students.

▪ Feedback from Vice President:

SEMESTER 4: CLOSING THE LOOP AND SHARING KNOWLEDGE

6. Use of Results:

Based on our survey, students did not seem to read the Bergen Daily, Facebook posts or mail sent at home. The amount of noncompliance remained the same as previous years despite having advertised the requirements via different means. We handed out the simple survey to 104 students who came in to the Health Service office who wanted to submit immunizations and to those who already had holds.

4 students stated that they read the Bergen Daily

11 stated that they go to the college Facebook page

17 stated that they were aware of the school's immunization policy

The majority of students, 72, states they were made aware of the holds when they tried to register for the following semester but was unable to due to the hold. Suggestion given to this office were things that are being implemented such as having it in admission packages, sending out emails or letters.

At the Health Services office we are still continuing to find ways to better communicate with the students to make them aware of the state policy. We thought by posting in social media and sending communication via email would improve the amount of compliance. Unfortunately that was not the case. We will continue to meet with other departments such as admissions, summer intensive, student success on ways to educate the students on immunization compliance.

- **Feedback from CIE:**

Last Updated: August 2013

Health Services Immunization Survey

1. Do you read the Bergen Daily?

YES _____ NO _____

2. Do you go onto Bergen Community College Facebook page?

YES _____ NO _____

3. Do you know our immunization policy?

YES _____ NO _____

4. How did you find out about immunization hold?

Please circle one

- a. Acceptance package
- b. Orientation
- c. Bergen Facebook page
- d. Bergen Daily
- e. Letter sent home
- f. Immunization hold was placed on your account

5. Any suggestions on how to get more students aware of the immunization policy: