

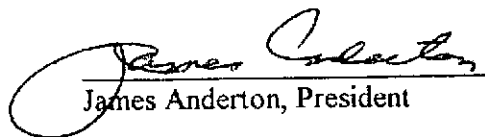
LANSING COMMUNITY COLLEGE
INGHAM INTERMEDIATE SCHOOL DISTRICT
and
MICHIGAN STATE UNIVERSITY

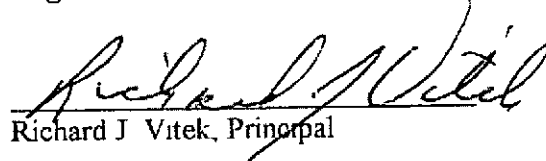
CONSORTIAL HISTOLOGIC TECHNICIAN CERTIFICATE PROGRAM

The agreement of Lansing Community College, Ingham Intermediate School District-Capital Area Career Center, and Michigan State University with respect to the consortial Histologic Technician Program is described in the following pages, and by signing below, each party agrees to be bound by the terms of the document

Lansing Community College

Ingham Intermediate School District

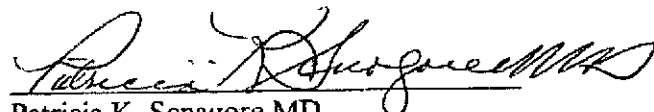

James Anderton, President


Richard J Vitek, Principal

May 9, 2000
Date

May 9, 2000
Date

Michigan State University


Patricia K Senagore MD,
Pathology Consultant & Associate Professor

5-9-00
Date

Lansing Community College
Ingham Intermediate School District
and
Michigan State University

CONSORTIAL HISTOLOGIC TECHNICIAN PROGRAM

GENERAL

REASON FOR AGREEMENT

Lansing Community College in cooperation with Ingham Intermediate School District sponsors a Histologic Technician Program. Lansing Community College serves as the accredited academic institution, the Capital Area Career Center is the laboratory facility, and Michigan State University Department of Pathology provides the clinical experience. The consortium arrangement allows pooling of resources to meet the needs of the histologic technician profession and will be reviewed annually. This program begins fall 2000.

RESPONSIBILITIES OF THE ACADEMIC FACILITY

Lansing Community College is the sponsoring institution that approves and monitors the quality of curriculum in the Histologic Technician Program as well as the articulation agreement between the Capital Area Career Center and Lansing Community College (See attached *Articles of Agreement* and program addendum.) Lansing Community College is accredited by North Central Association of Colleges and Schools. It is the institution that is responsible for facilitating Due Process procedures. Upon successful completion of the academic, laboratory, and clinical skills curriculum, students are granted a Certificate of Completion from Lansing Community College.

RESPONSIBILITIES OF THE CLINICAL FACILITY

The Capital Area Career Center (CACC) is the institution that delivers instruction related to laboratory skills. In this delivery, CACC develops, evaluates, and maintains articulated curriculum agreements with Lansing Community College. It establishes and maintains financial resources to operate the Capital Area Career Center Histologic Technician program, acts as liaison between professionals at Lansing Community College and Michigan State University, and maintains a fully operational Histology Laboratory to provide instruction and evaluate student performance. Other responsibilities include maintaining student records, organizing advisory committees to maintain the integrity of the program, and providing the majority of the technical resources used by the students, such as texts, professional journals, equipment and supplies.

Michigan State University serves as the institution that delivers the clinical experiences. It assists and monitors the quality of curriculum in the Histology Program, and provides instruction and evaluation. This institution also serves as a clinical/practical evaluation site. Upon successful completion of the instruction and hands-on skills at the Capital Area Career Center, students complete a clinical rotation in which they must perform and be evaluated for entry level expertise as a Histologic Technician. The students' work/performance must meet specific criteria as evaluated by the Histologic Technician supervisor and pathologist.

JOINT RESPONSIBILITIES

Responsibilities of all parties include providing members to serve on the Histologic Technician Program Advisory Committee. The committee will meet once per year to review and advise the program in maintaining the high quality of the program.

SPECIFIC

SUPERVISORY RESPONSIBILITIES FOR THE STUDENTS

The Program Director fulfills the responsibilities and functions of program organization, program administration, periodic review of program effectiveness, ongoing development of the curriculum, and input into budget preparation.

ADMISSION REQUIREMENTS

The Histologic Technician Program follows a selective admission process jointly defined by Lansing Community College and the Capital Area Career Center. Enrollment is limited to a total of 12 students. Three seats are reserved for post high school students from Lansing Community College and will be held until May 1 for the following fall semester admission. If fewer than 3 students apply for the program, the Capital Area Career Center may fill the seats with high school students from participating Ingham County school districts.

STUDENT PROFESSIONAL LIABILITY COVERAGE

The Capital Area Career Center shall assure that each high school student has paid up professional liability insurance. Lansing Community College assures that each college student enrolled in the Histology Program has paid up professional liability insurance. Evidence of said insurance shall be kept on file in the office of the LCC Business Manager per college policy. A copy of said professional liability insurance shall be provided to the clinical institutions upon request.

STUDENT HEALTH AND SAFETY POLICIES

Lansing Community College and the Capital Area Career Center shall assure that students enrolled in the Histologic Technician Program show evidence of good physical and mental health prior to attending clinical assignments by requiring completion of a medical release prior to application. As part of the curriculum, students are presented health and safety practices related to histology which includes free Hepatitis B vaccines

In addition, the Capital Area Career Center has staff on site trained in CPR and First Aid with a clinic available for basic first aid Health insurance is offered to students under 18 years of age for a nominal fee The Capital Area Career Center has a 911 system available Lansing Community College's Public Safety Department is staffed 24 hours per day

ENROLIMENT STATUS

Upon admission to the program, Lansing Community College students will register, pay fees, and may receive financial aid if eligible In addition to the general education requirements as outlined in the Histologic Technician Certificate curriculum, students will enroll for general science histology credits, four each semester, over a period of four semesters for a total of 16 general science histology credits Students enrolled in the Histologic Technician Program are required to meet the academic standards as defined by Lansing Community College and the Capital Area Career Center Upon successful completion of all academic and clinical requirements, students will earn a Histologic Technician Certificate of Completion

REIMBURSEMENT

Lansing Community College agrees to reimburse Ingham Intermediate School District for the instructional/laboratory component on a student use basis up to a maximum of three students per year In addition, LCC agrees to pay the annual NAACLS (National Accrediting Agency for Clinical Laboratory Sciences) accreditation fee

DEGREE OPTIONS

Students enrolled in the Histologic Technician Program have the option of continuing their education toward an Associate in Applied Science Degree The degree will be awarded by LCC upon the student's successful completion of the approved curriculum.

PROVISION FOR RENEWAL AND ANNUAL REVIEW OF ARTICULATION AGREEMENT

A review of the articulation agreement and its procedures are conducted annually per the agreement.

TERMINATION CLAUSE

This agreement between Lansing Community College, Ingham Intermediate School District, and Michigan State University will be reviewed and renewed annually unless one of the parties notifies the others in writing of its intent to cancel the agreement one full semester prior to the end to the academic year. Upon cancellation of the agreement, students currently enrolled will be allowed to complete their course of study in the intended time frame.

Articles of Agreement

1. Definition. For the purpose of this Agreement, "Articulation" means *the process to facilitate the movement of a student from one educational institution to another.*
2. All articulating students shall meet and maintain entrance requirements of Lansing Community College and the intended curriculum or program of study
3. A student must enroll at Lansing Community College within 24 months following high school graduation in order to be eligible for college credit under this Agreement.
4. The Ingham Intermediate School District, Histology Technology program will provide a Competency Record for each student which certifies achievement levels (minimum 80%), student attendance and successful completion in the program. This high school academic record will provide and become part of the student's permanent record and will be forwarded to Lansing Community College with the Program Articulation Application
5. Successful completion of the accredited Ingham Intermediate School District, Histology Technology Certificate Program will result in students earning 16 articulated credits towards the Associate Degree in Applied Science
6. Credits articulated will become part of the total number of credits for program completion at Lansing Community College and will appear on the student's Lansing Community College transcript as general science /histology (SCIS) credit.
7. Tuition will not be charged for articulated credits under this Agreement
8. Articulation Agreement Review and Changes:
 - A. A review of this Articulation Agreement and its procedures will be conducted at least biennially or more often by a review committee comprised of curricular specialists from the Ingham Intermediate School District, Capital Area Career Center and Lansing Community College.
 - B. After review by the respective committees, a meeting between Lansing Community College and the Capital Area Career Center staff will be scheduled. Each approved curriculum will be reviewed and, if necessary, the occupational tasks and criterion-based tests used to measure levels of competency will be revised.
9. Faculty and Administrators directly involved in this Articulation Agreement will receive orientation in the articulation process



Lansing Community College
Careers Division - 3000
P. O. Box 40010
Lansing, Michigan 48901-7210

TO Richard Vitek, Principal
Capital Area Career Center

FROM Steve Carlson, Science Department Chair
Judy Stark, Articulation Coordinator

DATE March 1, 2000

RE Program addendum

A program addendum to the general articulation agreement between Lansing Community College and Ingham Intermediate School District, Capital Area Career Center has been approved in the Histology Technology program area. The program area and credits are

SCIS General Science 16 semester credits

The Lansing Community College contact for the articulation of this program is Steve Carlson. He can be reached at 517- 483-1125, if there are any questions.

Thank you

cc Records Staff, LCC
 Betsy Krummrey, CACC
 Madeline Masterson, LCC

**HISTOLOGIC TECHNICIAN
CERTIFICATE OF COMPLETION**

REQUIREMENTS

TOTAL: 8 CREDITS

SCIS 297	Independent Study in Science	4
SCIN 287	Internship in Science Technology	4

LIMITED CHOICE REQUIREMENTS

TOTAL: 16 CREDITS

CHOICE 1: Articulated General Science Histology Credit Credits **16**

(See Note 1)

NOTE:

1. Articulated credit earned through the joint Lansing Community College/Capital Area Career Center Histologic Technology agreement