

## Northeastern NC Career Pathways

### Local Health Care Career Pathway Implementation Certification

In February 2016 the Northeastern Regional Health Care Career Pathway was the first pathway officially certified by the NCWorks Commission. This pathway meets the state's rigorous eight best practice criteria including collaboration among education, workforce development and industry partners; employer engagement at the highest levels, work-based learning opportunities for pathway enrollees; and comprehensive career awareness and development activities.

#### *What happens next?*

The Northeastern Career Pathway model is a two-level process. The first level of work addresses the pathway development criteria from a regional stakeholder perspective. Employer identified skills and competencies required for specific health care careers is the focus of this work. A strategic planning committee consisting of employers, educators, workforce development staff and other stakeholders develop the sequence of courses and learning experiences that span middle school through post-secondary education that lead to the acquisition of the identified skills and competencies needed for health career success. An advantage of this regional approach, especially for large rural areas like ours, is that it broadens the participation and input across all of the stakeholder groups, and raises the bar for creating and sustaining high quality, comprehensive pathways. The success of this effort by the Northeast is evidenced in meeting the standards of the NCWorks Certification process.

In the second level of the career pathway process, the focus moves from regional pathway development to **local pathway implementation**. This process is guided by the formation of **local teams** consisting of representatives from the local community college, workforce development board, K-12 education agencies (LEAs) and local health care employers working together to 1) modify the regional pathway to meet local needs, and 2) develop and execute an implementation plan that aligns with the regional strategies resulting in increasing the number of youth and adults who become health care pathway completers with the skills and competencies needed to enjoy successful careers and meet employer expectations.

The Northeastern Local Health Care Career Pathway Implementation Certification (LHCCPIC) is designed to recognize local partnerships that not only develop but also **implement** high quality health care pathways. Each entity of the local partnership (LEA/high school/community college/workforce development board/NCWorks Center) upon successfully meeting the criteria established by the Northeastern NC Career Pathways partnership will be awarded a framed dual certification in recognition for meeting both the criteria of the NCWorks Pathway Certification Program and the Local Northeastern NC Career Pathways Implementation Certification Program.

Northeastern NC Career Pathways

**Health Care Career Pathway Local Implementation Certification Program**

Community College: \_\_\_\_\_ WDB: \_\_\_\_\_

(add lines for additional LEAs as needed)

LEA: \_\_\_\_\_ High Schools: \_\_\_\_\_,

\_\_\_\_\_ , \_\_\_\_\_ , \_\_\_\_\_

LEA: \_\_\_\_\_ High Schools: \_\_\_\_\_,

\_\_\_\_\_ , \_\_\_\_\_ , \_\_\_\_\_

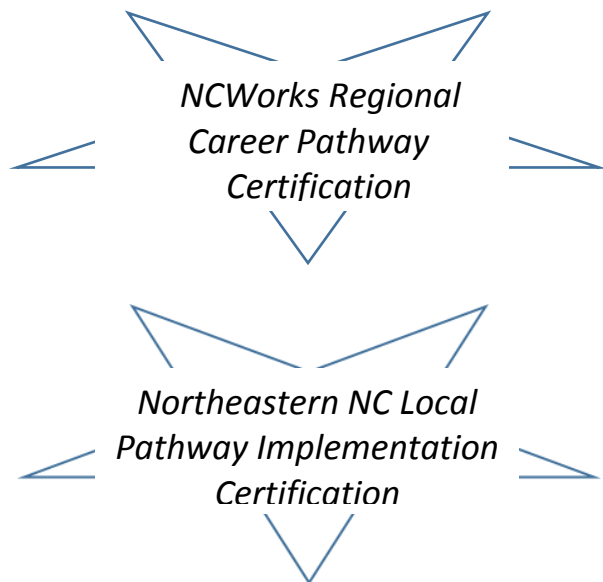
NCWorks Career Center Manager(s) \_\_\_\_\_

NCWorks Career Center Champion(s) \_\_\_\_\_

Lead Contact: \_\_\_\_\_ Email \_\_\_\_\_

Position/Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

This completed application plus attachments must be submitted to  
[brandi.bragg@ncommerce.com](mailto:brandi.bragg@ncommerce.com) as a pdf.



THE FOLLOWING SECTION IS FOR EVALUATOR USE ONLY

Criteria	K-12 (CTE) Met/Not Met (for evaluator use only)	Community College/ University Met/Not Met (for evaluator use only)	Workforce Development Board Met/Not Met (for evaluator use only)	NCWorks Career Centers (for evaluator use only)
<b>1. Local Partnership Team Members</b>				
<b>2. Modified Local Pathways</b> (Sequence of offerings)				
<b>3. Collaboration</b>				
<b>4. Work-based Learning</b>				
<b>5. Career Awareness</b>				
<b>6. Adult Learner Focus</b>				
<b>7. Evaluation</b>				

Overall readiness  
Final Determination:  
Approved \_\_\_\_\_ Approved with revision \_\_\_\_\_ Not approved \_\_\_\_\_

**Comments (for evaluator use only):**

**1. Local Partnership Team Members**  
K-12 \_\_\_\_\_  
CC/U \_\_\_\_\_

**2. Modified Local Pathways (Sequence of Offerings)**  
K-12 \_\_\_\_\_  
CC/U \_\_\_\_\_  
WD \_\_\_\_\_  
NCW \_\_\_\_\_

**3. Collaboration**

K-12 \_\_\_\_\_

CC/U \_\_\_\_\_

WD \_\_\_\_\_

NCW \_\_\_\_\_

**4. Work-based learning**

K-12 \_\_\_\_\_

CC/U \_\_\_\_\_

WD \_\_\_\_\_

NCW \_\_\_\_\_

**5. Career Awareness**

K-12 \_\_\_\_\_

CC/U \_\_\_\_\_

WD \_\_\_\_\_

NCW \_\_\_\_\_

**6. Adult Learner Focus**

CC/U \_\_\_\_\_

WD \_\_\_\_\_

NCW \_\_\_\_\_

**7. Evaluation**

K-12 \_\_\_\_\_

CC/U \_\_\_\_\_

WD \_\_\_\_\_

NCW \_\_\_\_\_

Northeastern NC Career Pathways

**Health Career Pathway Implementation Certification Criteria**

1. **Local Partnership Team Members** - List the team members that participated in the development of the health care pathway(s) implementation plan. Team members may be attached with representations clearly delineated. At a minimum, the team must consist of the following –

a. \_\_\_\_\_ at least two **community college representatives** who are stakeholders in the implementation of the health career pathway(s)

Name and position at the college

- 1.
- 2.

List additional community college team members

b. \_\_\_\_\_ at least one **LEA representative** from each of the LEAs in the local partnership  
Name, LEA and position

- 1.
- 2.
- 3.
- 4.

List additional LEA team members

c. \_\_\_\_\_ at least one representative from the local **workforce development board, NCWorks Career Center Manager and NCWorks Career Pathways Champion**

Name and position

- 1.
- 2.
- 3.

List additional WDB team members

d. \_\_\_\_\_ at least one **health care employer**

Name, health care provider, position

- 1.

List additional health care employer team members

e. \_\_\_\_\_ **Additional Team Members** (optional)

- 1.
- 2.

**2. Modified Local Pathway(s)** - Attach modified local pathway(s) that include at a minimum the following elements of the regional health care pathway(s). Elements must be specific and reflect the involvement of all entities.

\_\_\_\_\_ sequence of courses and learning experiences that begin in high school and continue through post-secondary that result in earned stackable certifications, diplomas and degrees.

\_\_\_\_\_ work-based learning experiences

\_\_\_\_\_ sequenced career counseling experiences

\_\_\_\_\_ Career and College Promise Courses

\_\_\_\_\_ stackable credentials

\_\_\_\_\_ graphic and/or narrative that explains pathway entry options for adult learners

**3. Collaboration** - Date(s) of meetings with all partnering entities present to gather input and develop/finalize local pathways, and implementation plans (minimum of one face-to-face meeting required). Documentation of collaboration, i.e. agenda(s), sign-in sheets is required.

Provide meeting documentation below (expand this section to include additional meetings).

Documentation may be attached. Team member representations must be clearly defined.

Meeting Date \_\_\_\_\_ Location \_\_\_\_\_

**List Names of Team Members Present**

Community College –

LEAs –

Workforce Development Bds –

Health Care Employers –

NCWorks Career Centers –

Others (list agency/position) --

**4. Work-based Learning** - On the regionally developed attached document “**Continuum of Key Work-Based Learning Components**” recruit and list local employers who will commit to one or more of the work-based experiences listed. **The minimum requirement for this criteria is at least five employers within the local partnership will commit to provide work-based learning opportunities in one or more of the components designated with an “\*”.**

Each LEA in the partnership will be responsible for recruiting at least one employer in meeting the required five employer minimum. You may use the attached continuum (or a chart created by the team) to list employer names, contact information, and approximate number of students affected by experience.

\_\_\_\_\_ self-check indicates minimum criteria has been met

**5.1 Career Awareness** – Using the regionally developed “**Comprehensive Career Guidance and Counseling Planning Tools (Grades 6 – Adult)**” updated November 2015 as a guide, and the career counseling planning forms attached, design a local implementation plan for a balanced comprehensive middle school through adult career guidance system. Please specify grade levels, classes, or other means of delivery to explain the comprehensiveness of the plan.

\_\_\_\_\_ self-check indicates minimum criteria has been met

**5.2 Certified Pathway Career Awareness** – Each of the local educational and training partners will document at least one health care career awareness activity that was implemented over the past twelve months.

\_\_\_\_\_ LEA and/or school, describe health care career awareness activity or activities –

\_\_\_\_\_ Community College, describe health care career awareness activity or activities –

\_\_\_\_\_ WDB, describe health care career activity or activities-

\_\_\_\_\_ NCWorks Career Pathways Manager/Champion, evidence promotion of pathway to center staff-

**6. Adult Learner Focus** – (a WDB led implementation initiative focused on unemployed, underemployed and incumbent workers)

check when each of the following indicators has been met

\_\_\_\_\_ all of the NCWorks Center counselors and advisors have been trained in the Northeast regional approach to career pathways (attach certification signed by Center Manager)

\_\_\_\_\_ targeted marketing materials that feature local health care careers and educational opportunities have been developed and are being used in the counseling/advising process (attach samples of the marketing materials)

\_\_\_\_\_ a pathway has been developed and published in collaboration with the community college partners specifically for adult learners that clearly lays out pathway entry options and directions for 1) enrolling in NCWorks Online, 2) how to contact the local NCWorks Center for additional services and 3) setting up a CFNC account.

**7. Evaluation** – The LEAs, Community College and Workforce Development Board agree to track and turn in the health care metrics data sets (first collected in 2013-14) as prescribed by the regional pathway partnership

Check indicates the agreement to provide the prescribed data

\_\_\_\_ LEAs

\_\_\_\_ Community College

\_\_\_\_ WDB



**Northeast NC Career Pathways**  
**Continuum of Key Work-Based Learning Components**

X denotes the suggested specified grade level to begin the work-based experience

Grade Levels→	Middle School	9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup> - Adult
Focus →	Explore	Expose	Enhance	Experience	Empower & Employ
<b>Key Work-Based Learning Components</b>					
Job Shadows	X				
Guest Speakers	X				
Co-Teaching	X				
Career Fairs/Expos	X				
Career Focused Field Trips		X			
Service Learning Projects		X			
Work-Based Learning Projects				X	
Career based graduation projects				X	
Capstone Class Projects				X	
<i>*Internships (unpaid and paid)</i>				X	
<i>*Clinicals</i>				X	
<i>*Work-Study</i>					X
<i>*Apprenticeships</i>					X

**Northeastern NC Works Pathways Comprehensive Career Guidance and Counseling  
Local Implementation Planning Document Grades 6 – Adult**

	<b>Self-Awareness</b>	
<b>Middle School</b>		
<b>High School</b>		
<b>Community College</b>		
<b>Workforce Dev. Board/NCWorks</b>	<b>Adults</b>	<b>Non-adults</b>

**Career Awareness, Exploration, and Goal Setting**

<b>Middle School</b>	
----------------------	--

<b>High School</b>	
--------------------	--

<b>Community College</b>	
--------------------------	--

<b>Workforce Dev. Board/NCWorks</b>	<b>Adults</b>	<b>Non-adults</b>
---	---------------	-------------------

**High School Course Selection and Post-Secondary Planning**

**Middle School**

**High School**

**Community College**

**Workforce Dev.  
Board/NCWorks**

**Adult**

**Non-adults**

	Personal/Employability Skills Development	
Middle School		
High School		
Community College		
Workforce Dev. Board/NCWorks	Adult	Non-adult

Sample certification letter for NCWorks Career Centers

The staff of \_\_\_\_\_ NCWorks Career Center have received training regarding careers, salaries, etc. in the healthcare pathway and are knowledgeable. Staff use this information in their day-to-day career advising.

Please list names/titles of Staff members who have been trained:

Please list dates of training, topics and presenters:

Center Manager Signature \_\_\_\_\_ Date \_\_\_\_\_