



## Board of Regents

University System of Ohio

John R. Kasich, Governor  
John Carey, Chancellor

# Memorandum

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**To: Secondary Career-Technical Directors and Superintendents**

**From: Paula Compton, Associate Vice Chancellor, Articulation and Transfer**

**Date: January 30, 2015**

**Subject: New Career-Technical Assurance Guide (CTAG): Clinical/Medical Laboratory Technology and Statewide Discipline-specific Meetings**

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I am pleased to announce the creation and adoption of a new Career-Technical Assurance Guide (CTAG) that facilitates transfer from Ohio's public secondary career-technical institutions to Ohio's public colleges and universities.

This memorandum will discuss the new Clinical/Medical Laboratory CTAG, upcoming CTAG offerings, and request your nominations for participants in upcoming statewide meetings.

### **Clinical/Medical Laboratory Technology**

The Clinical/Medical Laboratory CTAG was created through the Secondary Career-Technical Alignment Initiative (SCTAI), a collaborative effort between the Ohio Board of Regents (OBR) and the Ohio Department of Education (ODE) that supports the legislative mandates in ORC 3333.162. Faculty experts from two-year and four-year institutions across the state worked on the initiative to ensure similar academic content by examining and providing input into ODE Content Standards and then aligning those standards with the post-secondary learning outcomes contained within the Clinical/Medical Laboratory Technology Transfer Assurance Guide (TAG) /Ohio Articulation Number (OAN) OHL008, Introduction to Medical (Clinical) Laboratory Science. A survey was sent to all University System of Ohio member institutions for review, comment, and endorsement. Findings favored the creation of a statewide agreement. The attached Assurance Guide details the criteria that will provide secondary career-technical students the opportunity for credit for the approved Career-Technical Articulation Number (CTAN):

Introduction to Medical (Clinical) Laboratory Science: **CTMLT001** = 2-3 credit hours

With ODE's shift from offering programs to courses, the CTAG submission and approval process has changed for secondary institutions. For the Clinical/Medical Laboratory Technology CTAG, post-secondary faculty approved the use of an end-of-course examination as a tool for

assessing student learning. Faculty participated in item writing with the Ohio State University's Center on Education and Training for Employment (CETE) to help formulate the examination (WebXam) for the course within the Clinical/Medical Laboratory Technology CTAG. The following steps must occur for secondary students to have the opportunity to access college credit:

1. Secondary institutions must submit the ODE course required in the Clinical/Medical Laboratory Technology CTAG to the Course Equivalency Management System (CEMS). With each course, institutions will also submit a document that affirms the institution is teaching the required ODE course aligned to Introduction to Medical (Clinical) Laboratory Science, and that the post-secondary learning outcomes and the corresponding SCTAI alignment documents have been reviewed and are being adopted as a part of course delivery.

OBR will review these submissions and determine the institution's approval status for the Clinical/Medical Laboratory Science CTAG.

2. Students must a) pass the ODE course aligned to Introduction to Medical (Clinical) Laboratory Science and b) pass the corresponding end-of-course examination. Students must then work with their secondary institution to ensure that their official high school transcript, official WebXam examination score, and the CTAG verification form are submitted to the post-secondary institution where they choose to enroll. The post-secondary institution must also be a part of the statewide agreement or offer the career-technical discipline to facilitate transfer.

Any secondary Clinical/Medical Laboratory Technology career-technical programs that wish to get an early start on their course submissions will be able to do so as soon as submission resources are made available on our website after February 9, 2015. However, all programs are encouraged to send representatives to a discipline-specific submission workshop on March 26<sup>th</sup> or 27<sup>th</sup>, 2015 at Marion Technical College. This will be an opportunity to learn about the statewide credit transfer process, the new CTAG course submission process, as well as receive submission assistance from program staff. More information about the workshops can be found below.

Please review the attached CTAG document, as well as the FAQ Document, for more information on the CTAG and SCTAI process.

**Statewide Meeting Information**

To facilitate the successful expansion of career-technical opportunities for credit to secondary partners, the Ohio Articulation and Transfer Network will host several statewide meetings **for discipline-specific faculty and front line personnel** at your institution. We are seeking representation from the following disciplines: Criminal Justice, Clinical/Medical Laboratory Technology, Health Information Management, Exercise Science, and Automotive Technology and Ground Transportation. We ask that you nominate one(1) to two (2) teachers for each discipline in the attached survey, and at least one (1), but not more than two(2) other representatives from your institution, such as your (CT)<sup>2</sup> coordinator or other appropriate front line personnel, to attend one of the statewide meetings. If you completed your nominations when the request was made with the previous CTAG announcements for Criminal Justice or Exercise Science, you do not need to make additional nominations.

Nominations should be submitted no later **February 6, 2015** via this link:

<https://www.surveymonkey.com/s/RZ2HTB9>.

Meeting participants will receive confirmation from our office.

I would like to thank all of those involved in this process for their dedication and support. If you have any questions please feel free to contact Tonya Ervin, Assistant Director of Career-Technical Initiatives at 614.387.1022 or [tervin@regents.state.oh.us](mailto:tervin@regents.state.oh.us) or Jamilah Jones Tucker, Director of Career-Technical Initiatives at 614.466.0543 or [jtucker@regents.state.oh.us](mailto:jtucker@regents.state.oh.us).