

Good morning!

- This is the MIS Nursing Data Submission Webinar
- We will begin at 10:30am
- The webinar will be recorded
- The slides will be shared after the webinar



MIS Nursing Data Submission Webinar

Todd Hoig, Director of MIS

Webinar Housekeeping Notes

- This webinar is being recorded
- Questions: Please submit questions using the Q&A tab. The MIS and Nursing teams will be monitoring the Q&A to respond to questions during the presentation and we will also reserve time at the end of the presentation for additional questions and responses.
- The presentation slides and a link to the recording will be made available at <https://webdata.cccco.edu/>

Agenda

- **Why** is the CCCCCO collecting the Student Nursing data?
- **How** is the Student Nursing data being collected?
- **What** should be included in the Student Nursing data file?
- **When** is Student Nursing data submitted?
- Important MIS data submission tips
- Questions

WHY is the CCCCCO collecting the Student Nursing data?

Ed Code 88826.5

(a) (1) Beginning in July 1, 2019, and in each year thereafter, except as provided in paragraph (2), for each community college program that offers certificates or degrees related to allied health professionals, the chancellor shall provide a report to the Legislature, with comparative clinical placement delineated by program and occupation. The report shall include both of the following:

(A) The number of students participating at each clinical training site. This shall include information about proficiency in languages other than English.

(B) The license number of each clinical training site. If the license number is not available, the report shall include the employer identification number of the clinical training site.

(2) Beginning in the 2025–26 fiscal year, the chancellor shall provide the report described in paragraph (1) to the Legislature biennially, on or before March 1, and may submit the report with the report required by paragraph (2) of subdivision (h) of Section 78261.

Ed Code 78261

(g) As a condition of receiving grant funds pursuant to paragraph (2) of subdivision (d), each recipient community college district shall report to the chancellor's office the following data for the academic year on or before a date determined by the chancellor's office:

- (1) The number of students enrolled in the nursing program.
- (2) The number of students taking diagnostic assessments.
- (3) The number of students failing to meet proficiency levels as determined by diagnostic assessment tools.
- (4) The number of students failing to meet proficiency levels that undertake preentry preparation classes.
- (5) The number of students who successfully complete preentry preparation coursework.
- (6) The average number of months between initial diagnostic assessment, demonstration of readiness, and enrollment in the nursing program for students failing to meet proficiency standards on the initial diagnostic assessment.
- (7) The average number of months between diagnostic assessment and program enrollment for students meeting proficiency standards on the initial diagnostic assessment.
- (8) The number of students who completed the associate degree nursing program and the number of students who pass the National Council Licensure Examination (NCLEX).

CCCCO Nursing/MIS/Research

- Create required reports for Legislature and Governor
- Conduct analysis and research on nursing programs
- Advocate for funding and resources for nursing programs

Student Nursing (SN) Approval Timeline

- November 4, 2024 *Allied Health and Nursing Data Elements* request submitted by CCCCO Nursing staff
- December 2, 2024 new MIS file recommendation
- March 28, 2025 memo RAD-400-001 announcing new MIS SN file
- April 17, 2025 CCCCO MIS Update Webinar
- August 26, 2025 email clarifying SN file due date
- November 17, 2025 MIS Nursing Data Submission Webinar



HOW is the Student Nursing data being collected?

CCCCO MIS Data

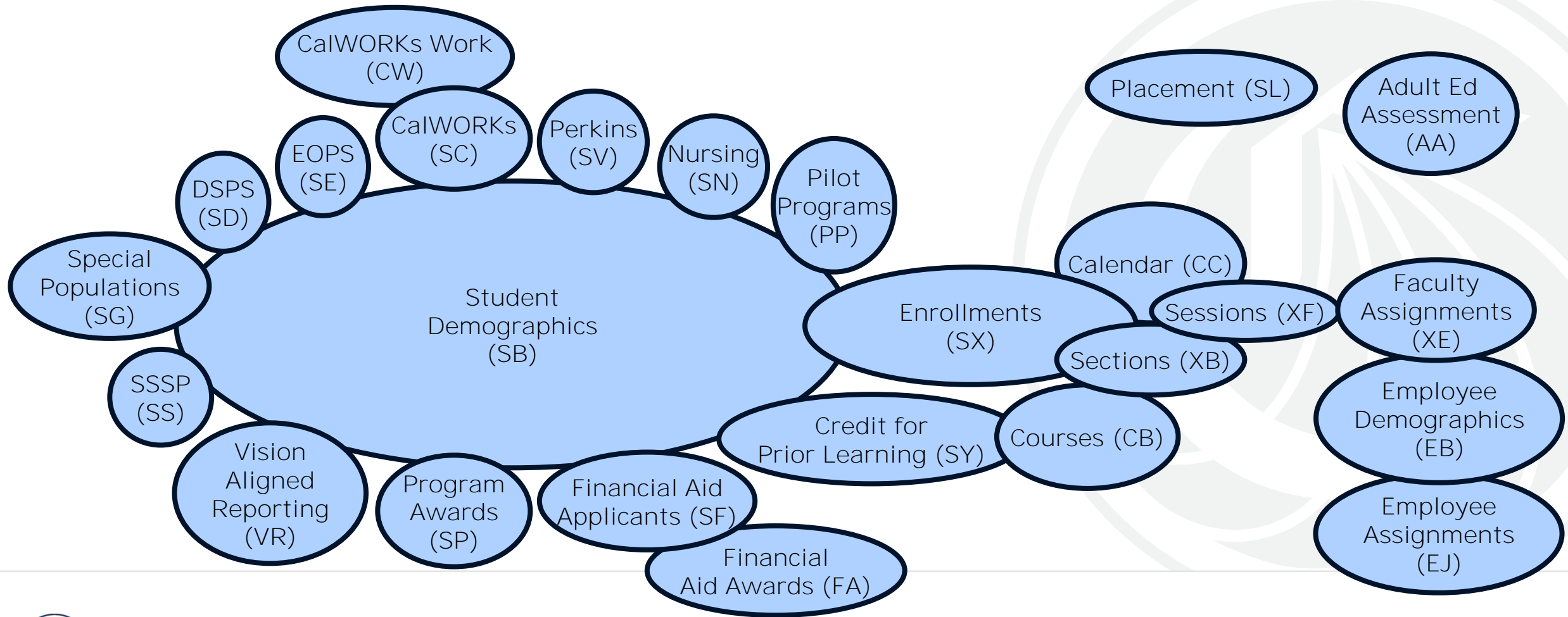
- Statutorily mandated collection of unitary datasets from CCC districts
- Ed Code 71020.5 & 84754.5 relate to the MIS data collection
- Datasets include Students, Courses, Enrollments, Program Awards, Financial Aid, District Employees, etc.
- Data is submitted by CCC districts on a term or annual basis depending on the type of data being submitted

CCCCO MIS Data Element Dictionary (DED)

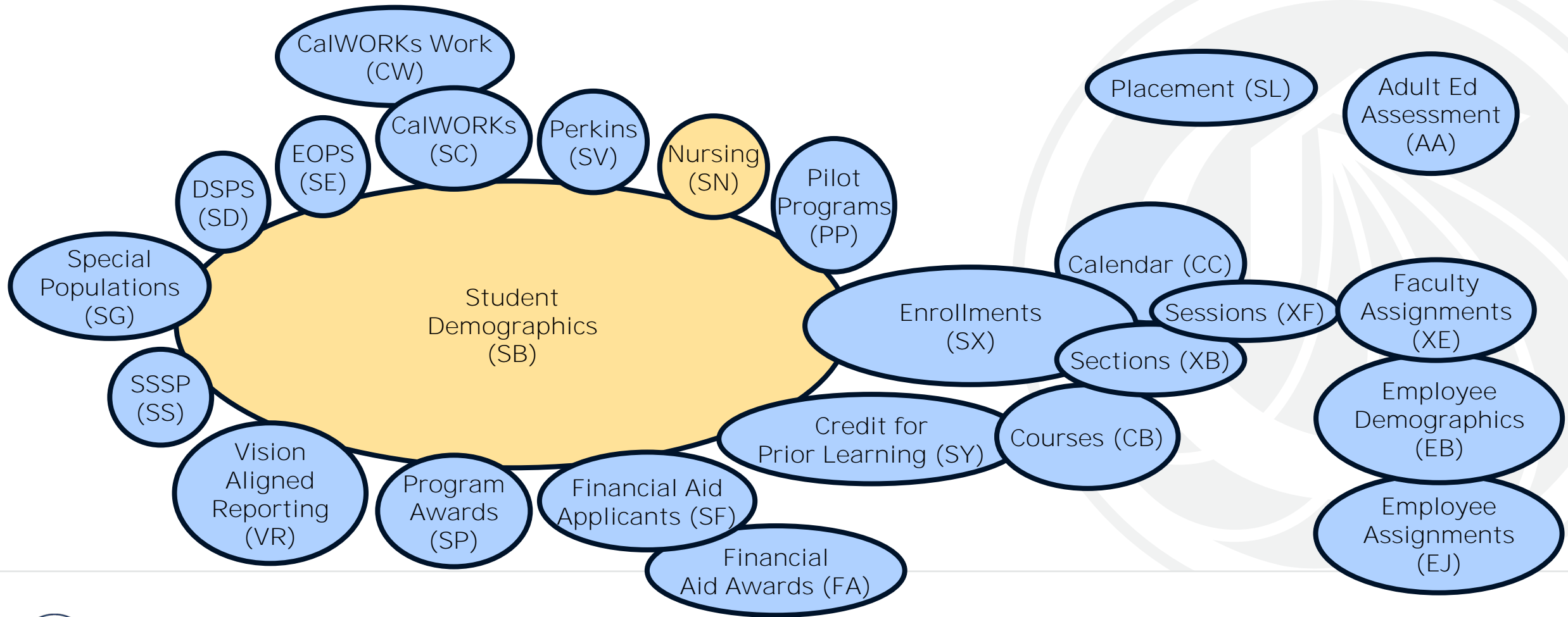
webdata.cccco.edu/ded

- Specifications for MIS data submission, including file domains, formats, element definitions, edits, history

MIS Data Files



MIS Data Files



District Staff who Submit MIS Data

- Who at the district is responsible for coordinating submission of MIS data?
 - Management Information Systems (MIS)
 - Institutional Research
 - Institutional Effectiveness
- Who at YOUR district is responsible for coordinating submission of MIS data?

WHAT should be included in the Student Nursing data file?

Student Nursing (SN) File Domain

- An annual file containing details of student participation in nursing programs
- Records are reported at the distinct college/student/nursing program level
- Nursing programs include programs approved in the Chancellor's Office Curriculum Inventory (COCI) under TOP code 1230.##
- Students who applied and/or participated in a nursing program at a college in the district during the academic year should be included

Student Nursing (SN) Data Elements

- SN01 Nursing-Status
- SN02 Nursing-TEAS-Status
- SN03 Nursing-NCLEX-Status
- SN04 Nursing-NCLEX-Date
- SN05 Nursing-Languages



SN01 Nursing-Status

DED#	DATA ELEMENT NAME	FORMAT
SN01	NURSING-STATUS	X
This element indicates the application, selection, and enrollment status of the student in the nursing program during the reporting term.		
Coding	Status	
A	Applied, but not selected	
B	Applied, selected, but not enrolled	
C	Enrolled in program	
D	Enrolled, but exited program during reporting term without completing	

SN02 Nursing-TEAS-Status

DED#	DATA ELEMENT NAME	FORMAT
SN02	NURSING-TEAS-SCORE	X(3)
This element indicates the student's composite score on the Test of Essential Academic Skills (TEAS) if taken during application for the reporting term.		
Coding	Meaning	
(3 numeric digits)	TEAS score rounded to nearest integer coded with leading zeroes	
AAA	Student passed TEAS but score is unknown	
XXX	Unknown/unreported	
YYY	Not applicable/student did not take TEAS	

SN03 Nursing-NCLEX-Status

DED#	DATA ELEMENT NAME	FORMAT
SN03	NURSING-NCLEX-STATUS	X
This element indicates the student's result on the National Council Licensure Examination (NCLEX-RN) if taken during the reporting term.		
Coding	Meaning	
A	Passed	
B	Passed - retake	
C	Did not pass	
X	Unknown/unreported	
Y	Not applicable/student did not take NCLEX-RN	

SN04 Nursing-NCLEX-Date

DED#	DATA ELEMENT NAME	FORMAT
SN04	NURSING-NCLEX-DATE	9(6)
This element indicates the date the student completed the National Council Licensure Examination (NCLEX-RN) if taken during the reporting term.		
Coding	Meaning	
YYMMDD		
YY	Last two digits of calendar year	
MM	Two-digit month code (01-12)	
DD	Two-digit day code (01-31)	
888888	Unknown/unreported	
999999	Not applicable/student did not take NCLEX-RN	

SN05 Nursing-Languages

DED#	DATA ELEMENT NAME	FORMAT
SN05	NURSING-LANGUAGES	X(15)
This element is used to report languages in which the student is proficient. Each position corresponds to a language and must be coded as 'Y' for yes (student is proficient in this language), 'N' for no (student is not proficient in this language), or 'X' for unknown/unreported.		

Position	Language	Coding
1	American Sign Language	Y, N, or X
2	Spanish	Y, N, or X
3	Chinese (any dialect)	Y, N, or X
4	Tagalog	Y, N, or X
5	Vietnamese	Y, N, or X
6	Korean	Y, N, or X
7	Japanese	Y, N, or X
8	German	Y, N, or X
9	Farsi/Persian	Y, N, or X
10	Armenian	Y, N, or X
11	French	Y, N, or X
12	Russian	Y, N, or X
13	Arabic	Y, N, or X
14	Languages of India (Bengali, Hindi, Punjabi, etc.)	Y, N, or X
15	Languages of the African continent	Y, N, or X

Student Nursing (SN) Record Format

DED#	DATA ELEMENT NAME	FORMAT	POSITION
GI90	RECORD-CODE	"SN"	1-2
GI01	DISTRICT-COLLEGE-IDENTIFIER	X(3)	3-5
GI03	TERM-IDENTIFIER	X(3)	6-8
SB00	STUDENT-IDENTIFIER	X(9)	9-17
SP04	PROGRAM-CONTROL-NUMBER	X(5)	18-22
SN01	NURSING-STATUS	X(1)	23
SN02	NURSING-TEAS-STATUS	X(3)	24-26
SN03	NURSING-NCLEX-STATUS	X(1)	27
SN04	NURSING-NCLEX-DATE	9(6)	28-33
SN05	NURSING-LANGUAGES	X(15)	34-48

Student Nursing (SN) Record Example

DED#	DATA ELEMENT NAME	FORMAT	POSITION
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SN01	NURSING-STATUS	X(1)	23
SN02	NURSING-TEAS-STATUS	X(3)	24-26
SN03	NURSING-NCLEX-STATUS	X(1)	27
SN04	NURSING-NCLEX-DATE	9(6)	28-33
SN05	NURSING-LANGUAGES	X(15)	34-48

Student Nursing (SN) Record Example

A student applies for, is selected, and enrolls in the Registered Nursing program (04551) at American River College (231) in the Fall 2024 term (247)

DED#	DATA ELEMENT NAME	FORMAT	POSITION
GI90	RECORD-CODE	"SN"	1-2
GI01	DISTRICT-COLLEGE-IDENTIFIER	X(3)	3-5
GI03	TERM-IDENTIFIER	X(3)	6-8
SB00	STUDENT-IDENTIFIER	X(9)	9-17
SP04	PROGRAM-CONTROL-NUMBER	X(5)	18-22
SN01	NURSING-STATUS	X(1)	23
SN02	NURSING-TEAS-STATUS	X(3)	24-26
SN03	NURSING-NCLEX-STATUS	X(1)	27
SN04	NURSING-NCLEX-DATE	9(6)	28-33
SN05	NURSING-LANGUAGES	X(15)	34-48

SN23124712345678904551C098Y9999999NYNNNNNNNNNNNNNNNNNN



WHEN is Student Nursing data submitted?

Student Nursing (SN) Data Due Date

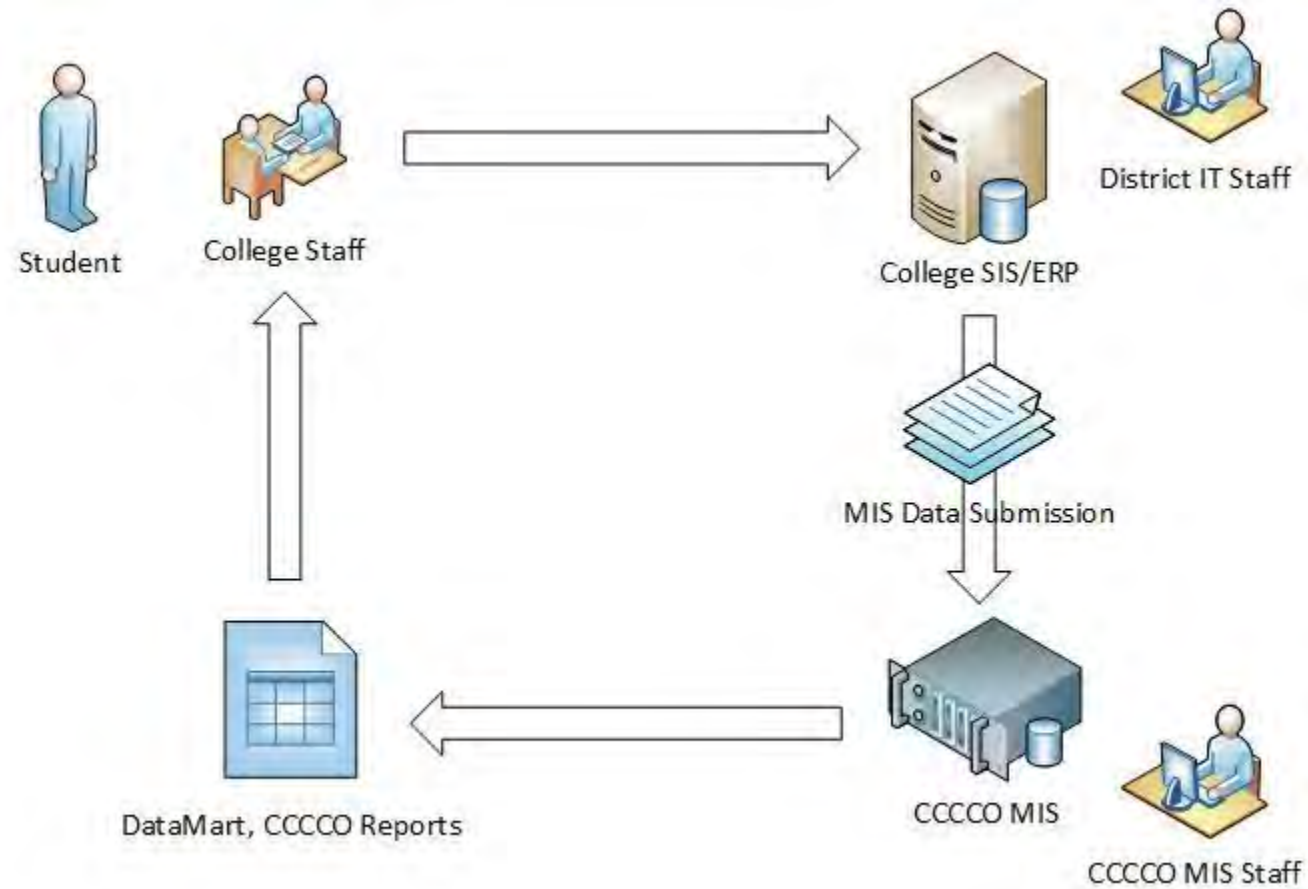
- Student Nursing (SN) data is submitted annually in fall for the previous academic year
- For Student Nursing (SN) data purposes, an academic year is considered to include summer, fall, winter, spring terms
- Student Nursing (SN) data is due by November 30
- Data can be resubmitted at any time to correct errors or omissions

Student Nursing (SN) Implementation

- Student Nursing (SN) data submission for 2024-25 (term 250) is encouraged, but not required
- Student Nursing (SN) data submission for 2025-26 (term 260) is mandatory
- Districts unable to submit 2024-25 SN file due to unavailability of data locally should focus on implementing local collection and reporting to meet the required 2025-26 SN file submission

Important MIS Data Submission Tips

MIS Data Flow



Recommendations for Nursing Program Directors

- Familiarize yourself with the Data Element Dictionary
- Determine where data resides in your system
- Collaborate with your MIS data submission staff
- Review preliminary reports
- Run periodic reports throughout the year
- Make quality data submission a priority

Questions



Thank You

