

OFFSITE LEARNING REPORT

COLLEGE OF APPLIED MEDICAL SCIENCES



ACADMIC YEAR 2020-2021

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ACKNOWLEDGMENT

In This Report You Will Find Another Successful Experience of Digital Education.

College of Applied Medical Sciences with *Its Eight Programs and Functional Departments* Have Ran the Digital Educational Process Efficiently During Fall Semester 2020-2021.

WE would like to express our deep and sincere **gratitude** to all eight programs (RAD, RT, OT, CLN, EMMS, CLB, ECVT, ANTC) and to the departments (IT, SA, AA, AU, RU, Admin Affairs) for their Professionalism, Commitment, Integrity and For Partnering With Us On This Important Successful Journey.

COAMS-J ACTION PLAN

COAMS-J Departments and Programs Action Plan:

O Information Technology Department:

Technical support:

- o Conduct training sessions: learning tools and online exams
- o Assigning technicians to each Program.
- o Implement Remotely support for staff and faculty along with the physical support if needed.
- o supporting online Exams
- o Creating shared folder to be as a pool for all e-Learning statistics
- o Windows 10 upgrading
- o Black board activation on all classes
- o Reset passwords for staff and student.

Technical issues:

Conducting full preventive maintenance for all COAMS-J educational venues

- o **102** Issues have been resolved in Male classes
- o **14** issues have been resolved in Female classes

Improving:

Utilizing Microsoft office Teams Planner inside the department to plan, assign tickets and monitor the process of all tickets.

- o Improving the current website by HTML, Java script, boot strap.
- o Working on unifying our new website using SharePoint
- o Upgrading 10 SSD hard disks for colleges staff
- o Upgrading most of colleges PCs' RAMs.
- o Upgrading 21 RAMS ships.

COAMS-J ACTION PLAN

O Student Affairs Department:

Action Plan:

- All employees have to follow university **COVID-19** prevention protocol and precautionary measures while reporting to work.
- All Official documents (TRA, Permission, Appraisal and Key control form...etc.) has to be handled electronically.
- Student club activities have to be conducted virtually through Microsoft Teams.
- All Departmental Meetings have to be conducted virtually via Microsoft teams.
- Students' Attendance is monitored and controlled closely by Student Affairs Officers:
 - Each Officer is responsible of a specific program in the entrance gate to make sure that students have no symptoms, and to check the application of TAWAKKALNA and TABAUD.
 - Students will be allowed to enter the college only if they have scheduled (sessions-practical- exams) or confirmed appointments.
- During examination students should follow prevention protocol and precautionary measures (keeping social distance, no personal belongs exchange, wearing masks.... etc.)
- For infected COVID-19 cases:
 - Student affairs contact student and check the personal information and the COVID-19 test result, then update NGHHA infection control.
 - Inform the program director about the case and the isolation period along with precautionary measures.
 - Once the student finish the isolation period, take the clearance report from the health clinic and submitted to student affairs department
 - In case of examination, Follow the procedures which is approved by the college.

COVID-19



COAMS-J ACTION PLAN

○ Academic Affairs Department:

Action Plan:

- Distribute Academic and Administrative policies and procedures of precautionary guide for curriculum delivery during the Covid-19 Pandemic (Ref. No. 037-p-v01-20)
- The medium of instruction will be through Blackboard and Microsoft Teams.
- Conduct Periodical meetings with all programs admins to insure that all academic administration duties and tasks are running smoothly.
- Establish master on-site practical sessions schedule for all college programs and distribute it among involved parties:
 - Schedules were divided into two periods (Mornings 8:00 – 12:00) and (Afternoon 1:00 – 5:00), considering the hour in between for sanitization and cleaning to prepare for the next period.
 - Number of students within the college building in both sections (Male or Female) does not exceed 50 persons per period.
 - Number of students in each session does not exceed 12 students per session. Therefore, the practical sessions of each course were divided into two sessions.
- Establish master Exam schedule for all college programs and distribute it among involved parties
 - Timing of starting exams are gradual to insure that not all students enter the building at the same time. (exams on each day started at 9:00, 10:00, 1:00 and 1:30)
 - Number of students entering the building during each period does not exceed 50 persons.
- Establish a shared excel sheet among all programs admins, IT, students Affairs and AA to post all conducted sessions on a daily basis including all activities (such as quizzes, student's presentations, lectures, on and off site practical and exams) also, report all technical issues raised during each sessions.

COAMS-J ACTION PLAN

O Assessment Unit Department:

Action Plan:

- o Midterm and final examinations must be conducted on-site
- o For confirmed **COVID-19** Cases:
 - o No on site attendance till recovery period approved by IPC guidelines.
 - o If the student is sick or symptomatic:
 - o Make up exam is considerable in the collage after full recovery period.



COVID 19 Assessment Configuration Plan for the First Semester for AY 2020-2021 Approved by the unified Assessment Unit Committee (Riyadh-Jeddah-Al Hasa)

O Assessment Criteria for Pure Theoretical Courses:

Course requirement	Instrument	Weight/Equivalent Mark
Continuous Assessment	Midterm written examination	20%
	Assignments, unit test, quizzes, supervisor & preceptors' feedback, PBL evaluation, etc.	40%
End-of-block Assessment	Final written examination	40%
TOTAL		100%

COAMS-J ACTION PLAN

○ Assessment Criteria for Pure Practical Courses:

Course requirement	Instrument	Weight/Equivalent Mark
Continuous Assessment	Project presentation assessment, case studies exam and practical written exam	20%
	Assignments, unit test, quizzes, supervisor & preceptors' feedback, PBL evaluation, etc.	40%
End-of-block Assessment	Final OSPE/OSCE	40%
TOTAL		100%

○ Assessment Criteria for Theoretical Practical Courses:

Course requirement	Instrument	Weight/Equivalent Mark
Continuous Assessment	Midterm written examination	20%
	Assignments, unit test, quizzes, supervisor & preceptors' feedback. PBL evaluation, etc.	40%
End -of-block Assessment	Final written exam	20%
	Final OSPE/OSCE	20%
TOTAL		100%

○ Assessment Criteria for Seminar and Fieldwork Courses:

Course requirement	Instrument	Weight/Equivalent Mark
Continuous Assessment	Weekly report, feedback, PBL evaluation and portfolio	30%
	Presentation, group discussion, case presentation, quizzes, and unit test	30%
End of Block Assessment	Assignment, project and critical appraisal	40%
TOTAL		100%

COAMS-J ACTION PLAN

O Research Unit Department:

In accordance to COVID-19 preventative measures the Research Methodology II course (CAMS-412) was delivered virtually to the students throughout the fall term of the academic year 2020/2021.

Action Plan:

o Platform used: Microsoft Teams

As continuation of the platform previously used, the research unit used Microsoft Teams to deliver all the Research Methodology lectures.

o Procedures:

- o Male and female students' lectures were delivered separately to allow for further interactive sessions
- o All assignments delivered were submitted online through blackboard
- o students requiring attendance to the university for data collection had to notify the research unit in advance to obtain the necessary approval
- o Students requiring assistance with the statistical analysis of their project scheduled an appointment with the research unit members and the required access procedures were completed

No. of online sessions conducted



32 Sessions

Anesthesia Technology program

Plan

Cover all theory sessions virtually through Microsoft Teams Application.

Theoretical sessions must be delivered online

Practical sessions must be delivered on-site

Students have to be divided into groups as a consideration of precautionary procedures. The maximum number of students in each on-site session are 8 persons only.

Midterm and final examinations must be conducted on-site

Challenges

- ❖ This semester we had shortage in fulltime faculty. **The program director supported the program by inviting joint appointees.**

No. of online sessions conducted



196 sessions

Occupational Therapy program

Plan

Distribute the courses among OT full time faculty with the assistance of full-time faculty from other colleges

Theoretical sessions must be delivered online

Practical sessions must be delivered on-site

Students have to be divided into groups as a consideration of precautionary procedures. The maximum number of students in each on-site session are 7 persons only.

Following assessment plan, grades distribution was 60% to continuous assessment and 40% for final assessment

Midterm and final examinations must be conducted on-site

Challenges

- ❖ There have been no major technical issues that has affected the delivery of the courses online, only minor technical issues related to the Blackboard, which was stopping students from completing and submitting the quiz. **The course coordinators dealt with the problem by giving the students another attempt to retake the quiz.**

No. of online sessions conducted



245 sessions

Radiological Sciences program

Plan

Distribute the courses among RAD full time faculty with the assistance of JA from the hospital

Theoretical sessions must be delivered online

virtual classes to be delivered via blackboard.

provide educational videos and tutorials to help JA to use Blackboard

Prepare all sessions and materials and upload it for JA to facilitate conducting virtual classes.

Practical sessions must be delivered on-site

Midterm and final examinations must be conducted on-site

Challenges

- ❖ Fulltime instructors were familiar with the blackboard system and conducted all virtual classes seamlessly; however, some joint appointment instructors had some difficulties getting acquainted with the blackboard system. **Therefore, the department provided various educational videos and tutorials to help answering all inquiries about Blackboard**

No. of online sessions conducted



278 sessions

Respiratory Therapy program

Plan

Cover all theory sessions virtually through Blackboard System mainly or through Microsoft Teams Application.

Practical sessions must be delivered on-site

Students have to be divided into groups as a consideration of precautionary procedures. The maximum number of students in each on-site session are 8 persons only.

Following assessment plan, grades distribution was 60% to continuous assessment and 40% for final assessment

Midterm and final examinations must be conducted on-site

Challenges

- ❖ A few number of students were confirmed COVID-19 cases accordingly; they could not attend the practical sessions for two weeks. The program provided those students with full support and planed for makeup exams.

No. of online sessions conducted



185 Sessions

Clinical Laboratory Science Program

Plan

The medium of instruction will be through Blackboard (Microsoft Teams) or Zoom as plan B

Sessions to be live with students unless clashes occurred on instructors' schedules, lectures will be recorded and uploaded on time scheduled

All theoretical sessions will be 1 hour in duration and virtual practical sessions will be 2 hours in duration

limited onsite sessions schedules were set, and most of practical will be given virtually

Midterm and final examinations must be conducted on-site

Challenges

- ❖ Only faced minor issues such as connection instability, blackboard deficits. **However, whenever these issues occur, blackboard was replaced by Zoom as an alternative or rescheduling class in some occasions**

No. of online sessions conducted



**Sessions:
287**

Emergency Medical Science Program

Plan

for Practical Clinical/Field: The batch will be divided into groups. Maximum 3 students per shift or will be via VRpatients and FISDAP Software

Theoretical sessions must be delivered online via blackboard and Microsoft Teams.

MCQs, Essays, Project, and Assignments via Blackboard

Practical sessions must be delivered on-site

Students have to be divided into groups as a consideration of precautionary procedures. The maximum number of students in each on-site session are 7-8 persons only

Utilization of VR patients 2.0 software; A platform that redefines how the EMS industry trains and assesses EMS students and healthcare practitioners by immersing them into virtual clinical case scenarios.

using Accredited FISDAP software (Scheduler, Skills Tracker, Comprehensive Exams, Unit Exams, Study Tools, and Preceptor Training)

Using accredited Nancy Caroline's EMS (Instructor Package) for theory and practical sessions

Mimic OSCE/OSPE sessions for the students to be familiar with the process of final practical exams.

Emergency Medical Science Program

Challenges

Due to the pandemic and the new precaution measures, students and teaching faculty faced some challenges and barriers regarding the delivery of the practical content of the EMMS course, the program were able to overcome the challenges by:

- ❖ Providing online training materials for the students delivered via blackboard and Microsoft teams, including videos, tests, and national registry forms.
- ❖ Providing individual revision sessions for students whom feel the need of increasing their hands-on skills level.
- ❖ All faculty members have engaged with students in continuous online communication platforms in order to ensure any arising challenges will be confronted and dealt with.
- ❖ The faculty encouraged and recommended a list of potential healthcare facilities/platforms to the students which can provide voluntary training in spite of receiving sufficient practice relevant to the ems field

No. of online sessions conducted



164 Sessions

Clinical Nutrition Program

Plan

Prepare and upload Recorded lab sessions by course coordinator and lab technologist

Announce Instructors virtual office in blackboard

consideration and implementation of precautionary procedures during onsite lab sessions

Cover all theory sessions virtually through Blackboard System mainly or through Microsoft Teams Application

Midterm and final examinations must be conducted on-site

Challenges

- ❖ All lectures were conducted via Blackboard. **However, some technical problems in connections were faced but it was solved by the support of IT.**

No. of online sessions conducted



**Sessions:
209**

Cardiovascular Technology Program

Plan

online Practical sessions to be illustrated with pictures and videos for the students to accommodate as they are taking it in the lap.

Practical sessions have to be squeezed to one day weekly and extra precautions measures have to be applied.

Announce Instructors virtual office in blackboard

consideration and implemintation of precautionary procedures during onsite lab sessions

Cover all theory sessions virtually through Microsoft Teams mainly or through Blackboard

Midterm and final examinations must be conducted on-site

Challenges

- ❖ All lectures were conducted via Microsoft Teams, However, **some technical problems in connections were faced but it was solved by the support of IT.**

No. of online sessions conducted

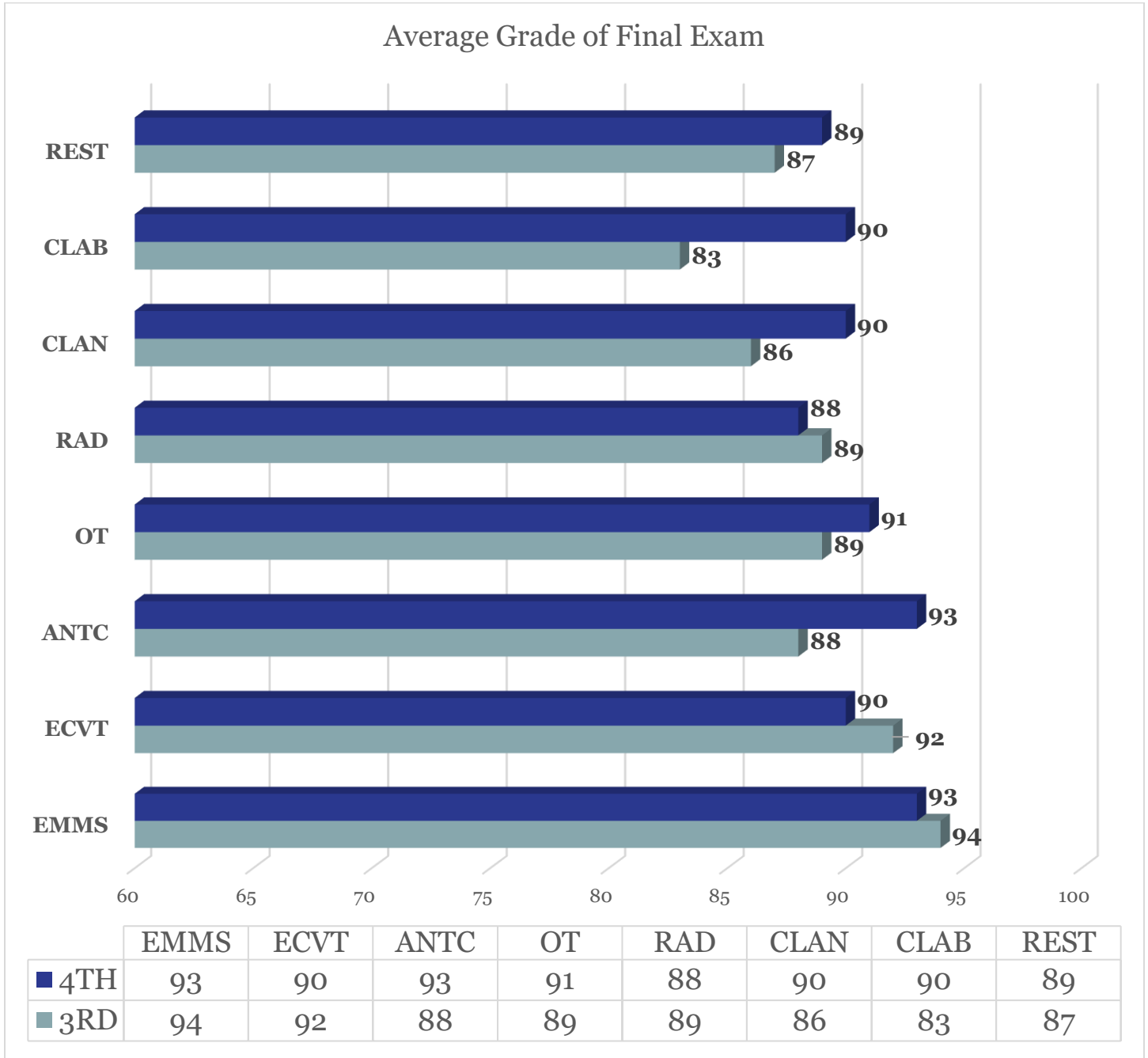


Sessions:198

Number and Type of Conducted Exams

<i>PROGRAMME</i>	<i>Mid-Term Written</i>	<i>Final Written</i>	<i>OSPE</i>	<i>OSCE</i>	<i>Total of EXAMS</i>
<i>EMMS</i>	7	7	6	6	26
<i>REST</i>	8	8	3	2	21
<i>RADS</i>	10	10	3	1	24
<i>OCTH</i>	14	14	4	2	34
<i>ANTC</i>	7	7	7	0	21
<i>CLAB</i>	9	9	7	0	25
<i>CLNS</i>	14	14	3	0	31
<i>ECVT</i>	11	11	6	1	29
<i>TOTAL EXAMS</i>	80	80	39	12	211

Average Grade of Final Exam



Data Analysis and Statistics

SUMMARY OF TOTAL ANALYSIS

8

Programs

106

Instructors

337

Students

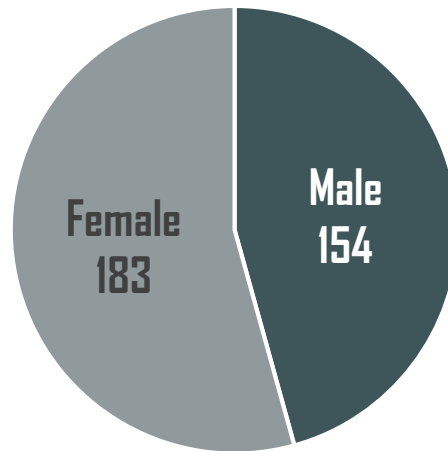
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On-site Practical

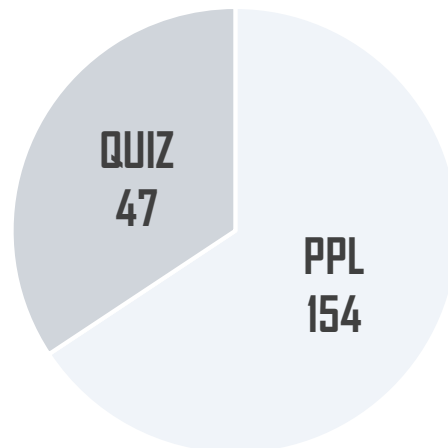
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Online Sessions

Students Number



Continuous Assessment



E-Learning Action Plan

