

Graduate Follow-up

Purpose: Graduates and employers are sent surveys which gives feedback to ensure EduMed is hitting all targets for successful transition into an entry level position.

Policy:

1. Each graduate is sent a survey 3 to 6 months after completion of the program.
	1. Student Services is responsible for compiling the list periodically and sending surveys as designated by USPS.
2. Each employer identified by the surveys received is sent a survey by USPS.
	1. Student Services is responsible for sending surveys to employers as identified.
3. Graduate and employer surveys are reviewed for effective of program and relevance to current job requirements.
	1. All data is compiled and submitted by Student Services to Administration.
	2. Administration reviews and identifies possible needs for improvement to quality of program.
	3. Data is reviewed and shared with staff for input and a plan of improvement based on EduMed mission statement.
4. EduMed takes a proactive approach to ensure externs and graduates have been adequately trained for entry level positions. EduMed administration:
	1. Periodically visits hiring managers of graduates and extern sites.
	2. Asks how we can better train our students to be prepared above entry level to a higher standard.
	3. Bring back suggestions and implement to classes immediately.
	4. Discuss how needs are being implemented in daily meetings.