

**National Healthy Homes Training Center and Network
New Course/Course Modification Application Form**

1. **Curriculum Committee Recommended Action (check one):**

Full Review

Expedited Review

Administrative Review

2. **Action requested (check one):**

Review new course

Review modification to existing course

3. **Date of request:**

4. **Name of requester:**

5. **Training partner institution:**

6. **Requested start date for new or revised course:**

For a modification, please complete Section A.
For a new course, please complete Section B.

Section A - Modification to Existing Course

7. **Title of course and section (if applicable) to be modified:**

8. **Summarize modification here and attach list of changes in a separate document and include it with the submission of this form.**

9. **Provide a justification for existing course modification(s):**

10. **How do the modification(s) align with the existing course objectives?**

Section B - New Course

11. Justification for adding this course:

The intent of this course is to introduce professionals who regularly visit homes of people at greater risk for drinking contaminated well water to the information and resources to their community of the importance of testing and treatment. Health risks associated with drinking contaminated water are widely accepted by professionals but often well users are not aware of the potential health hazards associated with drinking untested water.

12. Length of course:

13. Are prerequisites required? Yes No

14. Proposed name of new course:

15. Has the course been offered previously? Yes No

16. Are evaluations available to document the effectiveness of the course? Yes No

17. What experience and qualifications should the trainers of the course have?

The trainers should know water quality issues that face private well users and should be experienced with water testing and treatment options.

18a. What is the minimum class size?

18b. What is the maximum class size?

19a. Who is the target audience for this course?

This presentation is geared toward those professionals who may have the opportunity to address contaminants in drinking water from private wells, treatment and health issues as part of their work related to the Center's mission.

19b. Please describe the educational background, previous training experience, previous work experience, and motivation for training for the target audience.

This course is intended to be introductory and raise awareness of the public health concerns from not testing and treating private well water. It is applicable to any educational background, training experience, and work experience. The audience should be motivated to provide homeowners with the tools they need to keep their home and lifestyle healthy.

20a. Are there any secondary audiences for this course? Yes No

20b. If yes, who?

The secondary audience includes state and public health officials, water resource professionals and staff of public health laboratories.

20c. Please describe the educational background, previous training experience, previous work experience, and motivation for training for the secondary audience.

The secondary audience would have a background in public health as well as water testing and treatment.

21. What steps have been taken to analyze the need for the training?

We have identified that the New Hampshire Healthy Homes Program has very little information to convey to the center's constituents and partners. New Hampshire is typical of most states in its need to improve outreach to housing professionals to address health risks associated with contaminated groundwater.

22. What are the specific learning objectives for the course? Please email an agenda for this course that supports the learning objectives when you submit this form.

To educate health, housing, and environmental professionals on the policy and science behind well water quality and to provide these professionals with the tools they need to help well users make informed decisions regarding their drinking water.

23. Describe the courseware (e.g., materials, and equipment, instructor guide, participant guide, AV aides, exams):

An instructor guide will aid the instructor with the training. Participants will be sent a participant guide containing a version of the training narrative as well as a list of valuable resources to use in recommendations to well users.

24. Describe the proposed training methods:

Lecture hours
Discussion hours
Classroom exercises hours
Demonstrations hours
E-Learning 0.5 hours

24b. Describe any additional delivery method(s):

Guided practice
 Mentoring
 Field/site visit

24a. Describe E-learning method:

The course will be presented online, using a PowerPoint presentation narrated by the instructor. The instructor will use a webcam to engage the audience, along with Q&A sessions throughout the training. The training will dedicate 20 minutes to lecture and 10 minutes to discussion.

25. How will the quality of the course be evaluated?

The course will be evaluated by creating a post-cost evaluation form using questions from standard Training Center evaluations. This evaluation will be administered to students via the Training Center's Learning Management System (LMS).

26. How will the knowledge/skills gained by trainees be evaluated? How does the assessment align with the previously stated learning objectives?

We will evaluate the knowledge and skills gained by trainees through discussion questions intended to stimulate conversation on the issue and application of the information provided. A sample question that will be used for this purpose is as follows: Now that you know about the importance of maintaining drinking water quality, how would you present this information to your clients?

Thank you for taking the time to fill out this form. Please save this form by clicking File, Save As and giving it a new name. Once you have done this, please email this form and any other attachments to Susan Aceti at saceti@nchh.org.