

Reports/Outcomes/Data

1. Contractor will provide monthly tracking data, including, but not limited to:
 - a. Youth referred to programing by Probation.
 - 1) Name, MLNum, and other identifiers
 - 2) DOB
 - 3) Demographics (gender, ethnicity, etc.)
 - 4) Date referred
 - 5) SB823 status (updated by Probation)
 - 6) Did youth accept or decline program
 - 7) Date youth accepted/declined program
 - 8) Date of entry
 - 9) Date of exit
 - 10) Type of exit
 - i. Satisfactory/completed
 - ii. Not satisfactory/did not complete
 - iii. No fault (e.g. moved)
 - 11) Programming Dosage (in hours)
 - b. Outcomes of participants as applicable.
 - 1) Tracking of youth pass/fail rates.
 - 2) Performance/progress reports
 - 3) Job placement success post release
 - 4) Hours of instruction.
 - 5) Number of Certifications

Contractor will submit/transmit tracking data to Probation on a monthly basis due the 15th of the following month.

Culinary Arts Program related outcomes/data/reports

Pre and Post assessment

- 1) Pre assessment, week 1. Post assessment, week 12 or upon student exit.

Outcomes measured in Pre and Post assessment

- 1) Growth in culinary vocabulary and terminology.
- 2) Understanding of safety and sanitation procedures.
- 3) Basic nutrition knowledge.
- 4) Knowledge of kitchen tools, equipment, and foundational food preparation methods.

Industry Certification Outcomes (ServSafe/Food Handler Certificate)

- 1) Number and percentage of students who complete ServSafe training requirements.
- 2) Number and percentage of students who pass the ServSafe/Food Handler exam and earn certification.
- 3) ServSafe completion- end of week two.

Checkpoint exams by instructional section

- 1) Checkpoint exam 1 (Week 2-3) safety, sanitation, and food handling. Students must demonstrate safe kitchen practices and food handling knowledge prior to advanced food preparation.

Outcomes Measured: knowledge of sanitation regulations, cross-contamination prevention, safe temperature requirements, and personal hygiene standards.

- 2) Checkpoint exam 2 (Week 4) equipment, tools and kitchen procedures. Students must safely use, maintain, and identify tools and equipment used in culinary environments.

Outcomes Measured: proper identification and safe use of knives, utensils, appliances, and kitchen equipment.

- 3) Checkpoint exam 3 (Week 5-6) culinary foundations and basic cooking methods. Students must demonstrate competency in foundational kitchen skills including mise en place, recipe reading, measuring, and cooking techniques.

- i. Outcomes Measured: Ability to follow recipes, apply cutting techniques, organize workstations, and demonstrate basic cooking methods.

- 4) Checkpoint exam 4 (Week 7-9) baking, garde manger and stocks/soups/sauces. Students apply skills in cold food preparation, baking techniques, and foundational culinary production methods.

- i. **Outcomes Measured:** Ability to demonstrate baking fundamentals, cold kitchen preparation, salad preparation, and development of basic stocks, soups, and sauces.
- 5) Checkpoint exam 5 (Week 10-11) Students demonstrate industry readiness through menu planning, cost analysis, plating, and customer service standards.
- i. **Outcomes Measured:** competency in recipe conversions, portioning, menu planning, food presentation techniques, and dining service/guest relations expectations.

Skills performance assessments (Lab based, weeks 4, 8 and 12.

- 1) Knife skills and station setup performance checks.
 - 2) Safe food handling observation rubric.
 - 3) Cooking and baking product evaluation (taste, texture, presentation, doneness).
 - 4) Mise en place and timing efficiency.
- f. Job readiness and employability outcomes (Week 10-12)
- 1) Resume Completion.
 - 2) Completion of mock job application.
 - 3) Participation on interview practice.
 - 4) Student self-reported confidence in culinary employment readiness.
 - 5) Completion of employability skills activities (teamwork, professionalism, communication).
- g. Student feedback and program improvement data
- 1) Student survey on confidence, course relevance, and preparedness.
 - 2) Feedback on pacing, instructional supports, and barriers to participation.

Medical Billing/Coding Program related outcomes/data/reports

Pre and Post assessment

- 1) Pre assessment, week 1. Post assessment, week 24 or upon student exit.

Outcomes measured in Pre and Post assessment

- 1) Overall growth in medical billing and coding knowledge.
- 2) Skill gains in terminology, compliance, coding, insurance rules, and claims processing.

Block exams by instructional section

- 1) Block exam 1 (Week 4) Insurance and compliance foundations.

Outcomes Measured Understanding of insurance types, HIPAA basics, compliance expectations, and payer structures.

- 2) Block exam 2 (Week 10-12) Coverage rules, medical necessity, and payment policies.

Outcomes measured Ability to apply medical necessity standards and interpret coverage/payment policies.

- 3) Block exam 3 (Week 16) Coding and specialty coding.

- i. Outcomes measured : Accuracy of ICD-10 and CPT coding, modifier use, and specialty coding readiness.

- 4) Block exam 4 (Week 20) Claims, billing, revenue cycle and case analysis.

- i. Outcomes measured Ability to complete claims accurately, identify errors, analyze case scenarios, and understand revenue cycle steps.

Job readiness and transition outcomes (Week 20 & 24)

- 1) Resume completion numbers.
- 2) Completion of mock job applications.
- 3) Interview preparation activities completed.
- 4) Student self-reported confidence in job readiness.

Industry certification outcome (American Heart Association CPR Certification (Week 8)

- 1) Number and percentage of students who complete CPR training.
- 2) Number and percentage of students who successfully earn American Heart Association CPR certification.

Student feedback and program improvement data (Week 12 & 24)

- 1) Student survey on confidence, course relevance, and preparedness.
- 2) Feedback on pacing, instructional supports, and barriers to participation.