In the Unit Literature Review Table, below, document that the elements of information listed on the website or other formats (services available, points of contact, current calendars, handouts, costs and additional fees, hours of availability) were verified for currency, accuracy, relevance, and are readily available to target audiences. Please fill out the table only for this prompt (C.), no analysis is necessary here. If table is not large enough information may be included at the end of this document as an appendix.

Title	Type (i.e. URL, brochure, handout, etc.)	Date of Last Review /Update		Responsible Party
CE	https://www.collin.edu/ce/ CEHS is located at bottom of page	2024	☒Current ☒Accurate ☒Relevant ☒Available	We do not control this page; CE Non-Health Sciences Staff is responsible for this.
CEHS	https://www.collin.edu/ce/healthsciences/index.html	2024	☒Current ☒Accurate ☒Relevant ☒Available	Laura Duran and Web Designer
CEHS	https://www.collin.edu/ce/healthsciences/courses.html	2024	☒Current ☒Accurate ☒Relevant ☒Available	Laura Duran and Web Designer
CEHS Billing and Coding fees	Sample Cost Page for a CE program https://www.collin.edu/ce/healthsciences/billing.html	2024	☒Current ☒Accurate ☒Relevant ☒Available	HIM Director

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CEHS HIM Billing and Coding Schedule	https://vssb.collin.edu/PROD/bainst1.CC_S_CEWEB_VIEW.courseInfo?pageid=hitt2030	2024	☒Current ☒Accurate ☒Relevant ☒Available	Laura Duran
CEHS AHA Info	https://www.collin.edu/ce/healthsciences/aha-ecc-welcome.html American Heart Association Courses	2024	☒Current ☒Accurate ☒Relevant ☒Available	Lynn Wilson Laura Duran
CEHS BLS Site	https://www.collin.edu/ce/healthsciences/life-support.html Course Information and Costs	2024	☒Current ☒Accurate ☒Relevant ☒Available	Lynn Wilson Laura Duran
Social Media	See sample posts in Appendix	2023 2024	☒Current ☒Accurate ☒Relevant ☒Available	Lynn Wilson Laura Duran
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap to enter a date.	☐Current ☐Accurate ☐Relevant ☐Available	Click or tap here to enter text.

Example of Social Media post for the community.

Collin College
6d ·

Join us for a day of health and safety at the Collin College American Heart Association Go Red for Heart Health event! Gain lifesaving knowledge and take advantage of FREE American Heart Association CPR training skills.

📍: McKinney Campus Conference Center
🗓️: Saturday, Feb. 10
⏰: 9 a.m.-1 p.m. ... See more

Example of Previous Flyer for a CEHS Course

Join us at one of our Crisis Intervention and De-Escalation for Healthcare Professionals courses on either Oct. 20 or Dec. 15. Both sections are face-to-face classes.

What is this course?

This course provides healthcare professionals with comprehensive training to effectively implement an emergency management program and a crisis management plan designed for business continuity amid a crisis and/or threat. Upon completion, healthcare professionals will have knowledge about recognizing, preventing, intervening, communicating through, de-escalating, and offering conflict resolution in situations that include crisis and threats within the workplace.

What you need to know:

- Course is designated for healthcare professionals within healthcare work environments
- Students complete eight hours of skills training
- In-person training

Courses Needed:

Course Title	Course Reference Number (CRN)	Term	Start Date	End Date	Fee
Crisis Intervention and De-Escalation Techniques for Healthcare Providers	71216	202471	Oct. 20	Oct. 20	$250.00
Crisis Intervention and De-Escalation Techniques for Healthcare Providers	71214	202471	Dec. 15	Dec. 15	$250.00

Scan the QR code to learn more.
www.collin.edu/ce/healthsciences/courses.html

Contact information:
CEHealthCare@collin.edu
972.985.3761