



HEALTH INFORMATICS AND INFORMATION MANAGEMENT MEETING MINUTES

**Thursday, May 19, 2016
 2:30 to 4:00 pm
 Room 2327, 2300 Bldg**

Members Present *

Carol Garsi *	Jean Krehbiel	School Representatives
Nancy Gladish *	Toni McKay *	Gloria Anderson, HIIM *
Sheila Green-Shook *	Rhona Moses	Ellen Cadwell, HIIM *
Bev Hillinger	Kathleen Peterson (phone) *	Kim Cambern, Workforce *
Linda Kidder	Laura Pittsford *	Cathy Otto, Dean *
Joyce Kobayaski	Erin Rung *	Francis Perdices – Student *

- a. Welcome – Sheila Green-Shook, Chair
- b. The minutes of the December 2015 meeting were reviewed. Carol Garsi motioned for approval and Laura Pittsford seconded. The minutes were approved as written.
- c. Program Status – Ellen Cadwell
 - 1) Metrics – AHIMA/CAHIIM recently sent the RHIT exam Pass/Fail rates for October 2014 – September 2015. Thirty-five students took the exam and thirty-three passed the first time taking the exam. Two others took the exam for a second time and both passed. Shoreline scores were 113% of the national average for the first time test takers. Please review the attached Metrics report for further information.
 - 2) Professional Practice Experience Update – Placement status for Winter/Spring 2016. Out of area PPE contracts are an ongoing issue. Different states have different rules and contracts are very difficult to get signed. One of the keys to getting contracts out is to have the students give me contact information ASAP. We were able to get two new area contracts so that will be helpful the upcoming school year. It was suggested that the annual AHIMA meeting might be a place to facilitate contracts or identify sources for out of area students. Sheila stated that as facilities merge the HIM departments are becoming more virtual. A virtual PPE plan was one suggestion. Sheila said she would look into this for suggestions.

3) CAHIIM Updates

CAHIIM Health Information Technology Annual Program Assessment Report (APAR) update – Received notice that two annual reports due June 30, 2016. (2013-2014 and 2014-2015) These will be submitted electronically.

CAHIIM also announced that the Shoreline Health Information Technology program would be completing the full Self Study which is due May 1 2017 and a site visit will be scheduled after that.

4) Course Revision Updates – Professional Practice Experience, Management for Health Information Supervisors and Capstone Project

- i. HIIM 234 Professional Practice Experience (PPE) course: In response to facilities being unable to host students or, hosting them for a shorter period of time, the PPE course was updated to include a virtual lab element where the students' basic departmental skills are reinforced. Projects such as Retrieval of Data, Privacy and Medicare are reviewed.
- ii. HIIM 235 Capstone also had a new look to update the course. The students are required to write position and opposition papers, Policies and procedures. Much of the last year's course was brought into this year's but updated.
- iii. HIIM 224 Management for the Health Care Supervisor had several revisions to bring it in line with the Capstone course.

d. Coding Program Update – Gloria Anderson

- 1) ICD-10 – Gloria reported that she will be updating the teaching format for the intermediate and advanced coding courses. Rather than having the student work just with the patient chart and abstract poignant questions would be asked. Students will review each other's assignments. This will give the students the opportunity to see the coding rationale used by other students.
- 2) Core Competencies for AHIMA Coding Certificate Program – Gloria also reported that she has been working on updating the coding courses to meet AHIMA's new competencies for approved coding programs.

e. Other Business

Kim Cambern, Workforce Program Specialist, reported to the Committee that there were funds available through workforce for Technical/Professional programs. The monies may be used for students, staffing, program development and special projects. Cathy Otto suggested we investigate getting a support staff person to help Ellen with the two self-studies as discussed above. (#3)

f. Adjournment

There being no further business the meeting was adjourned at 4:00 PM.