

HEALTH INFORMATICS AND INFORMATION MANAGEMENT (HIIM)

ADVISORY COMMITTEE

MEETING MINUTES

May 7, 2020

2:30-4 PM

<u>Community Members</u>	<u>Shoreline Representatives</u>
Sheila Green-Shook - CHAIR - Present UW Medicine	Mary Burroughs, Dean - Present
Lara Broussard- Present Swedish	Melanie Meyer, Director - Present
Lynette Colis – Present Kaiser Permanente	Gloria Anderson, HIIM Full-Time Faculty - Present
Sharon Curtiss – Present UW	Lauren Hadley, Director of Employment Engagement - Present
Kim Glockner – Present UW	Beverly Hillinger, HIIM Associate Faculty – Present
Leticia Parks – Present VA Puget Sound Healthcare System	Toni McKay - HIIM Associate Faculty – Present
Amy Hertel – Present Providence Health	
Kathleen Peterson – Present University of Washington	
Peggy Ostergaard – Present PRO-Scripton	
Not Present: Joyce Kobayashi Jodi Moore Laura Pittsford Salome Scherer	

TOPIC	DISCUSSION / ACTION ITEMS
<p>A. Welcome</p> <ul style="list-style-type: none"> • New member introductions 	<p>Welcome to new HIIM Advisory Committee members:</p> <ul style="list-style-type: none"> • Stephanie Callahan, RHIT • Sharon Curtis, RHIT, CCS, CST • Jodi Moore, RHIA • Salome Scherer, MHIHIM <p>Best wishes to Kathy Peterson as she retires from the UW program at end of June.</p>
<p>B. Minutes Review – November 14, 2019</p>	<p>Motion to approve minutes – Lynnette Colis, Bev Hillinger Motion Approved</p>
<p>C. AHIMA Professional Certificate Approved Program (PCAP) Recertification Update</p>	<p>PCAP certification is similar to CAHIIM accreditation only for our medical coding program. The application materials for recertification were submitted on 2/28 and we received word in late March that the Shoreline program had been recertified for three years!</p>
<p>D. Medical Coding & Reimbursement Specialist Certificate Review</p> <ul style="list-style-type: none"> • ACCTG 201 • HIIM 228 <p>PCAP Curriculum Content Areas:</p> <ul style="list-style-type: none"> • Clinical Coding and Classification (Diagnostic & Procedural) • Reimbursement Methodologies • Health Information and Delivery Systems (health data management) • Legal and Compliance • Professional Practice Experience (PPE) a minimum of 40 hours of authentic coding (coding from real charts) using a variety of patient types/encounters. 	<p>ACCTG 201 is part of the MCRS certificate and covers these topics:</p> <ul style="list-style-type: none"> • Introduction to Accounting; Financial Statements and Business Transactions • Analyzing and Recording Transactions • Accrual Accounting and Financial Statements • Completing the Accounting Cycle • Accounting for Merchandising Activities • Merchandise Inventories and Cost of Sales • Accounting Information Systems • Cash and Internal Control • Time Value of Money <p>Currently, there are not any required competencies for ACCTG as part of the PCAP certification.</p> <p>Committee discussed whether the ACCTG 201 course should still be included on the certificate.</p> <p>Feedback:</p> <ul style="list-style-type: none"> • Two former students noted that they had found the accounting knowledge gained from the course beneficial – not necessarily in their first position, but as they continued in their career. • Statistics, data, and Excel are important areas for coding professionals to know. Should a health data management course be considered?

	<ul style="list-style-type: none"> • Finance was also mentioned as an important area to include – Gloria noted that she covers some finance as part of the HIIM 154 Revenue Cycle Management course. <p>HIIM 228 Medical Coding Practicum</p> <ul style="list-style-type: none"> • Given the need and growth in risk programs, we are looking to increase coverage of HCCs (hierarchy condition categories) in this course in the fall – and are proposing to increase the course to 3 credits to account for this. Gloria is also adding a module to the HIIM 173 course on HCCs – to roll out this summer. • Committee members noted that they supported this update.
<p>E. Program Status & Evaluation</p> <ul style="list-style-type: none"> • Program Stats (see below) • APAR 2018-2019 Submitted • Winter PPE Results • 2018-2019 Graduation Survey Results • HIIM Program Evaluation 2019-2020 (Handout #1) 	<p>Some quick updates were shared:</p> <ul style="list-style-type: none"> • There were fewer graduates this spring as we lost 5-6 students to health/family issues over past six months. We are hoping that these students will come back in the future to complete the program. • We are expecting our first Health Information Foundations Certificate graduates after spring term – should be 8-10 students completing this new program this year. • The winter PPE results were shared. A BIG thank you to the employers who supported these students! We just barely got the PPE course completed prior to COVID-19. Students had many positive comments regarding the experiences and career guidance received from their PPE site teams. They also asked for more hands-on experience (vs. job shadowing) and more exposure to coding. • Survey results from the 2018-2019 graduates were shared (completed in February 2020). Overall satisfaction with quality of Shoreline education was 4.63/5. There were fewer employed students this time; some were transitioning through family and job changes. • We are on track to meet our HIIM program evaluation goals. CAHIIM had requested that we focus on service learning (volunteers) for our community of interest goal. Seattle Children’s has been a big supporter of Shoreline students via its volunteer program. Given the current COVID-19 crisis no students

	/ volunteers can be onsite – so opportunities for service learning will be limited.
<p>F. NEW Health Data Analyst Certificate (Handout #2)</p> <ul style="list-style-type: none"> • HIIM 239 Health Data Visualization • HIIM 240 Health Data Project <ul style="list-style-type: none"> ○ Discuss potential data projects 	<p>We are proposing a new Health Data Analyst certificate that includes 3 current courses and 2 new courses – HIIM 239, HIIM 240. Committee discussed the new certificate and course content for HIIM 239 and 240.</p> <p>For HIIM 240, we will need to structure a health data project for students – ideally, focused on a real-world task. Class is 2 credits (min 22 hours – will be lab focused). Feedback from committee:</p> <ul style="list-style-type: none"> • Start with a question – what might a clinician or manager ask? After project completed, have students respond to questions – for example, how to address outliers? • Have students utilize reporting tools – SQL, Pyramid, EHR reporting system. • Include information on data analytic methods • Treat this as a case study • Utilize CMS data available • Important for students to have advanced Excel • Melanie noted that the HIIM 238 course covers Excel pivot tables, SQL, EHR queries, and MS Access database tasks. <p>Discussed – how to promote the HIIM 239 Health Data Visualization course? Course is 2 credits - cost will be ~\$250-\$300.</p> <ul style="list-style-type: none"> • Market to current students (they will have completed some of the courses as part of their programs). • Market to HIM professionals – a good way to earn CEUs • Market to other program directors – ask if their students need another class for spring or summer term.
<p>G. CAHIIM 2018 Competencies (Handout #3)</p> <ul style="list-style-type: none"> • To be implemented by Sept 2021 • Updates started this spring – HIIM 154, 170, 172, 224, 238 	<p>HIIM faculty are working to update the curriculum to the new 2018 CAHIIM competencies which are due to be implemented in September 2021. As courses are scheduled each quarter, they will be updated to the new competencies. While there are fewer competencies overall, there is more focus on data analytics and revenue cycle in the new competencies.</p>

<p>H. Environmental Scan</p> <ul style="list-style-type: none"> • PPE in 2020 with COVID-19 <ul style="list-style-type: none"> ○ Will onsite be feasible in the fall/winter? ○ CAHIIM – PPE must be supervised by someone outside of the institution 	<p>Given the current pandemic, it is likely that students will not be able to go onsite next winter to do their PPE (we prep and schedule students in the fall quarter for this). We are looking for ideas for alternative ways to meet the requirements in this area virtually. Ideas shared by the committee:</p> <ul style="list-style-type: none"> • Zoom meetings where screens are shared so an HIM staff member can review his/her work with students – will need to ensure proper consents are in place. • Many staff are now working from home – so more P&Ps are in place for how to work virtually. Many organizations are already doing virtual team meetings – students could sit in on these team meetings. • Could set a schedule for virtual meetings – perhaps meeting with a team 2-3 times over a few weeks to review a certain HIM function. • Career interviews would also be of value – a student or small group of students could interview an HIM staff member or manager about their work. Sheila and Bev volunteered to participate.
<p>I. Committee Schedule, Reminders</p> <ul style="list-style-type: none"> • Proposed Next Meeting: November 12, 2020 	<p>November 19 identified as a better date. MM will send out calendar invite to the committee for this date.</p>
<p>J. Adjournment</p>	<p>We appreciate your time and support!</p>

HIIM Program Status – Spring 2020

Graduates – Spring 2020

- HIT AAAS Degree (13)
- Medical Coding and Reimbursement Certificate (8)

Graduates – Fall 2019

- Medical Coding and Reimbursement Certificate (8)