

**HEALTH INFORMATION MANAGEMENT - ADVISORY COMMITTEE MINUTES**

**Wednesday, February 6, 2019**

**Time: 5:30 pm – 7.00pm \* PUB 258B**

**Members Present**: April Andrews, Columbia River Mental Health Services; Merryl Blatnik, Columbia River Mental Health Services; Lori Lucente CTR, Providence Portland Medical Center; Julie McKim, Kaiser Permanente NW; Sean Moore, WorkSource Vancouver; Jacob Salzer CPC, Legacy Health

**Members Absent**: Joseph Clemons, The Vancouver Clinic; Manuel Galaviz MD, PeaceHealth SW Medical Center; Virdie Schrei RHIT, Providence Health & Services; Darlene Terry, Washington State Division of Vocational Rehabilitation

**Clark College**: Olga Lyubar, Instructor; Janine Gunn, PeaceHealth/Adjunct Instructor; Marilyn Hale, Instructor; Renee Schiffhauer, Associate Director of Advising; SueAnn McWatters, Program Specialist – Advisory Committees

Olga Lyubar called the meeting to order at 5:35pm and introductions were made.

**MINUTES OF PREVIOUS MEETING**

No previous minutes as it is the first meeting.

**DATE OF NEXT MEETING**

The committee selected their next meeting date for **Thursday April 11th, 2019 @ 5:30pm.**

**ELECTIONS FOR NEW CHAIR/VICE CHAIR**

Lori motioned to nominate Jacob as Chair, Merryl seconded, and was passed unanimously.

April motioned, Jacob seconded, and was passed unanimously.

**OFFICE OF INSTRUCTION ANNOUNCEMENTS**

SueAnn McWatters made the following announcements:

Clark College completed NWCCU evaluation this summer and has successfully met the standards for accreditation, thank you to the Advisory Committee members who were able to participate in a luncheon with the accreditors.

Currently the College is looking at significant budgetary shortfalls, caused by a flattening of enrollment and an increase in the cost of must-fund expenses. The college will use the budgetary structure recommended by the Economic Vitality Council the Executive Cabinet will be looking this month at strategies to solve the shortfall. The College must also find a way to fund critical initiatives, such as Guided Pathways and CTCLink computer program. This has resulted in reductions beyond the amount required to cover just the must-fund expenses. It is anticipated that this work will be ramping up in March with final budget adoption in the spring.

The entire college continues work to support the guided pathways initiative, increasing student enrollment, strengthening our technology infrastructure, balance the budget and place equity at the heart of all our decision-making.

* Professional Technical Day is February 28, 2019.
* All committees need to be working on getting a student on the Advisory Committee. Students can be paid a stipend through ASCC for their participation.

Transitional studies and CTE programs will be working more closely together to ensure students move more seamlessly from one program to another. Support for that work includes the implementation of I-Best classes, where the course instructor is matched with an additional faculty trained to provide additional assistance to students.

**PROGRAM UPDATES**

**Slide 2:**

Current Staff and Instructors

* Brenda Walstead, Dean of Business & Health Sciences
* Marilyn Hale, Department Chair & Business Tech Professor
* Sunnie Elhart, Business Tech Medical Professor
* Suzanne Smith, Business Tech Medical Instructor
* Janine Gunn, Business Tech Medical Instructor
* Olga Lyubar, Business Tech Medical Instructor

**Slide 3:**

Now vs. Then (Past Outlook)

* No guided pathway
  + Students get confused on what they’ve taken and what they will end up taking
* No cohort structure
  + Having a cohort will allow students to transition and have classmates that they will move through the program together
* Continue improvement with curriculum
  + Students are passing AAPC coding exams before completion of program or during last coding class
* No program flexibility to meet employers’ needs
  + HIM is really growing; many more disperse pathways. They want to prepare the students for good foundational education, but allow the students to be able to choose what they would like to go into.
* Need more specialized directed practices within the MB&C and HIM degree
  + Students graduating from the medical and billing program are entering into directed practices. The struggle is to find adequate placements. In the future, HIM can help students disperse them into specific and different roles beyond just billing and coding; patient registrars, referrals, etc.
* Retention of qualified instructors

**Slide 4:**

Now vs. Then (Future Outlook)

* Establish guided pathway from CP to AAT to easily transfer to university
* Require portal entry
* Pursue accreditation
  + We will need the committee member’s advice on what the field is seeking and looking over the curriculum planning.
* Expansion of student placement for directed practices
* Recruiting the best, brightest, and most qualified educators
* Recruiting students assured of CAHIM quality

**Slide 5:**

The program is allowing students to choose the pathway they would like to go down. Once they have the coding certification, they can sit in for the CPC.

There are currently two pathways:

1. RHIT-RM (Revenue Management)
2. RHIT-DM (Data Management)

They are hoping to hear from AHIMA to hear how their testing will work these. There is also a CTR (Cancer Registrar) that would be beneficial to have as part of the program as well. They want to make sure that these students have a good foundation of the courses so that they can sit on any test with these specific specialties.

Olga explained that nothing will move forward further until the program can find a director, which they are currently in search of.

**Slide 6:**

It is a combination of business, science, and information technology in the Healthcare field.

* Coding and revenue cycle
* Data analytics
* Information governance
* Informatics

**Slide 7:**

Bureau of Labor Statics sites medical records and health information technicians is projected to grow (2016-2026) faster than average for all occupations.

**Slide 8:**

How can you help?

* Give feedback regarding industry current needs?
* Get involved with guest speaking
  + What is your expertise?
  + Mock interviewing for specific job roles
  + Notify program coordinators of job postings
* Mentorship and directed practice involvement
  + Connect education institution with the work industry
* What would you like to see and hear?
  + Fulfil employment need
  + Give back to community
  + You have a great idea – we want to hear it!

**QUESTIONS AND FEEDBACK**

Jacob asked about the coding software used in the program. Olga answered that it was the AAPC.

Sean Moore stated that folks coming out of medical billing and coding are ready for clinic settings but not for hospital settings. Advanced exposure and experience to the hospital is very much wanted. Olga explained that the challenge has been getting student into the inpatient hospitals. Many of the employees work from home and contracts don’t allow students to go to their houses to shadow. If we could see more coding managers within the hospital that would be willing to allow students to shadow them, it would help immensely. Many students who do complete the program will enter into the hospital setting as a patient access and then move into other roles as they gain experience.

Merryl Blatnik asked about the possibility of splitting the directed practice into two areas. Olga stated that the current direct practice is 120 ours. AHIM doesn’t require the 120 hours and accrediting is even less, but our program requires it. Students are not only going out into the workforce for the hours but also they’re experience the professionalism and soft skills. They are putting in a portfolio of resumes and creating material to make them marketable in the field they are interested in as well as applying for jobs. It might be possible to split in the future, however we just don’t have the sites available to take students.

The committee discussed the amount of sites throughout Vancouver/Portland. Olga stated that a site location could be in Lake Oswego all the way up to Salmon Creek. They continue to work with Kaiser and Providence, however it has been challenging to find a manager that is willing to take on a student.

A discussion about the potential of offering of online courses was introduced. Olga agreed that the online would be helpful, but it’s up to the college, department, and director. Flexibility is important to retaining students. Education is also shifting more online. The program needs to be robust and make sure that the students are still learning so that they can eventually take the examinations. Janine spoke about many coding positions being at home or online. It is a different mentality and compartmentalization.

**INDUSTRY UPDATES**

Jacob Salzer explained that coding has changed quite a bit since he started. At Legacy they use 3M and Epic. They used to use the coding tree but now use the CAC (computer assisted coding). His job is either denying or assisting coding; basically auditing. He sees the coding and has to make sure if it’s there or not. Maybe with developing the curriculum here, developing an auditing course would be a good skill to have. Merryl Blatnik also agreed that her job requires a lot more auditing. Jacob enjoyed seeing the HEMA specialist credentials. APC also has many specialty credentials, especially for dual pathways. He encouraged students to be active and volunteer to network and get to know people.

The meeting adjourned at 6:45pm.

Prepared by SueAnn McWatters