

**HEALTH INFORMATION MANAGEMENT - ADVISORY COMMITTEE MINUTES**

**Wednesday, February 16th, 2022**

**Time: 5:30-7:00pm \* Zoom Online**

**Members Present**: Chasity Palacios (Committee Chair), Northwest Urology, LLC Merryl Blatnik (Vice Chair), Columbia River Mental Health Services; Manuel Galaviz MD, PeaceHealth SW Medical Center; Sean Moore, Workforce SW; Emily Strahan, Moda Health

**Members Absent**: April Andrews, Columbia River Mental Health Services; Lori Lucente CTR, Providence Portland Medical Center; Julie McKim, Kaiser Permanente NW; Virdie Schrei RHIT, Providence Health & Services;

**Clark College**: Olga Lyubar, HIM Program Director/Instructor; Jessica Hash, Advising; Jennifer Obbard, Associate Dean of HEOC; Sarah Kuzera, Director of Medical Assisting; SueAnn McWatters, Program Specialist – Advisory Committees

Chasity Palacios called the meeting to order at 5:33pm and introductions were made.

**MINUTES OF PREVIOUS MEETING**

The minutes for *November 3rd, 2021* were presented for approval. Chasity Palacios motioned to approve. Merryl Blatnik seconded and was unanimously approved.

**DATE OF NEXT MEETING**

The committee selected their next meeting date for **Wednesday, May 11th, 2022 at 5:30pm. *This meeting was rescheduled to Wednesday, May 25th, 2022.***

**OFFICE OF INSTRUCTION ANNOUNCEMENTS**

Jennifer Obbard/SueAnn McWatters made the following announcements:

*On behalf of Brenda Walstead:*

“Congrats to Olga as she has made it through her last quarter of tenure. Her committee voted unanimously for her to receive tenure. The Board of Trustees makes the final decision but with President Edward’s approving a tenure line in HIM, which is required for HIM accreditation, I am feeling very positive and proud.”

We have a new Vice President of Instruction named Paul Wickline.

The college has received a good amount of guided pathways money. The project for the mock simulation will be a great way to get the programs advertised as well as provide a great opportunity for students.

**HIM DEPARTMENT UPDATES**

Some of the Allied Health adjunct positions will be transferring over into the tenure line. Allied Health is looking for a tenure track revision. Both the Medical Assistant and some of the other Allied Health programs including Pharmacy Tech and Phlebotomy all share some prerequisites that need to be taken before entering the specific program. There has never been a tenure line for Allied Health portion. A director from one of the main programs has always ended up taking over the duties. This will allow the adjuncts to apply for the position.

*Approved New Full-Time Tenure*

There is also an approved new full-time position. We are currently in the process of posting the position and getting everything situated. Coming this summer, we will be hiring an instructor to begin in the fall of 2022.

*Current Cohort*

The first Certificate of Proficiency cohort is graduating after this term for Medical Billing and Coding. Most of them will be looking for positions in the revenue cycle as well as billing and coding. Many of them want to take the AAPC-CPC National Certification.

The associate students will be graduating in the summer. They are needing to complete the spring term and then summer they will be finishing up their directed practice.

*New Cohort*

There are 19 students that have been accepted. Last week, the program held an orientation. A few students were not able to attend but Olga did receive communication from them, so they are in works of creating another orientation. This is just for the associates degree.

There are 11 students that have signed up for the Medical Billing and Coding Certificate. 2 of the students were not able to attend the orientation but have been in communication with Olga.

The programs will now be taught separately. There might be a few more students that could be added but it will depend on transfers.

*Bellevue College*

Olga had a conversation with Bellevue College where they have a Bachelor’s in Healthcare Informatics. Clark used to have an articulation with them, however due to curriculum changes, the program now has a verbalized contract. If the Clark students have an associates degree and have specific credits to transfer, then the students have an easier way of applying and transferring over to Bellevue College to finish up their bachelors. Tacoma College has also been an option for students looking to further their education. Olga is excited to share this information with the students to provide them with multiple opportunities to continue their educational journey.

**WEBSITE UPDATE**

Olga has pushed the ideas of the committee to help with the revamping of the website. Additional changes will be photos and video updates. In March, there will be a photoshoot that is part of the program. There is also going to be a mock video that promotes ALL of the Allied Health programs. They are searching for students to perform in the mock simulation.

**INDUSTRY UPDATES**

Chasity Palacios spoke about the No Surprises Act for billing for the insurance side and the provider’s side. She has not yet worked much with it, but it will create a lot of changes in the industry.

Olga talked about students purchasing the new manuals for the billing and coding CP during the spring. Winter is usually a student’s last coding class. They are usually taking their exam after the winter term, however some of the students wait until summer. Sometimes students have waited a little too long, so the purchased manual books no longer apply for the AAPC test. Students usually only want to borrow the manuals for a specific test day or students struggle with purchasing them in the first place. If there are ever any extra manuals, please reach out to Olga or let her know where she can purchase them.

The meeting adjourned at 6:19pm.

Prepared by SueAnn McWatters