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Advisory Committee Fall 2021 Agenda
Health Information Management
11:30am – Tuesday, October 5, 2021
HIM Classroom/Lab Room 2308, Century City Center

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Members present: **Vernon College Faculty/Staff:**
Amy Criss- WGH   Ruth Rascon
Crystal Maldonado- WGH   Karen McClure
Kim Bryant- URHCS   Delilah Fowler
Sandra Furlow- URHCS   Holly Scheller
Kristina Roberson- URHCS   Gregg Chesterman
Miranda Jackson- KPC Promise   Shana Drury
                                             Harli Adams

Members not present:
Tina Anderson- Medical Records from home
Brenda Elliot- Seymour Hospital
Crystal Fetsch- UR Physicians Group
Donna Lewis- KPC Promise
Virginia Solorio- KPC Promise

Ruth Rascon started by welcoming the committee. Shana explained the purpose and thanked the committee for their presence. Kristina Roberson was vice-chair last year so she will be chair this year. Amy Criss nominated Crystal Maldonado for Vice-Chair. Kristina Roberson seconded that nomination and Crystal agreed to serve. Amy Criss volunteered to be recorder.

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Chair: Kristina Roberson
Vice-Chair: Crystal Maldonado
Recorder: Amy Criss

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Old Business/Continuing Business ....*Kristina Roberson*

None

New Business..*Kristina Roberson*

❖ **Review program outcomes, assessment methods/results, and workplace competency**

Kristina Roberson asked the faculty member, Ruth Rascon, to review the program outcomes with the committee.
Ruth Rascon reviewed the following program outcomes.

Program outcomes

1. Demonstrate an understanding of the structure and content of health data records. (I)
2. Apply legal and ethical policies and procedures related to the protection and compliance of health information. (II)

3. Collect, organize maintain and abstract health data for clinical indices/databases/registries for the purpose of administration, fiscal support, performance improvement and quality management. (III)
4. Apply policies and procedures for the use of data required in health care reimbursement. (IV)
5. Analyze policies and procedures to ensure organizational compliance with regulations and standards. (V)
6. Describe health information related leadership roles. (VI)

❖ **Approve program outcomes**

After review and discussion of the program outcomes, Kristina Roberson asked the committee for a motion to approve the program outcomes as presented.
Kim Bryant made a motion to approve the program outcomes as presented.
Amy Criss seconded the motion.

The motion passed and the committee approved the program outcomes as presented.

❖ **Approve assessment methods and results**

Kristina Roberson asked the faculty member, Ruth Rascon, to explain in more detail the assessment methods and results. Ruth Rascon reviewed the information listed below.

Having the understanding we are no longer under CAHIIM requirements, we continue with the standards in place. Guidance for meeting the PPE requirements for Accreditation Standard # 23

The students are provided at least one structured PPE experience that is meaningful and that the level of rigor is preserved. The developed activities display the student's skills. The students receive at minimum 40 hours of externally supervised activities. The HIM program develops problem-based projects through EHR GO that provides insights and discovery of what they learned. We are permitted to utilize HIM professionals to assess rigorous projects from students that highlight their skills (including remote work, work plans, leadership projects.) We evaluate student-learning outcomes via a combination of annual mock exams taken by students at the end of the program and assessment by supervisors during professional experiences.

Ruth thanked the members that are part of companies that still allowed students to come in and train. Ruth stated that the HIM program has the RHIT exam that she got built into the program from Mindtap Cengage. Mindtrap creates a 300-question review that is similar to the RHIT test. This allows Ruth to know that the students are getting the right information.

Kristina Roberson asked the committee for a motion to approve the assessment methods as presented with the addition of the revenue cycle
Amy Criss made a motion to approve the assessment methods as presented.
Crystal Maldonado seconded the motion.

The motion passed and the committee will approve the assessment methods as presented.

❖ **Approval of workplace competency (course or exam)**

Kristina Roberson asked the faculty member, Ruth Rascon, to tell the committee about the workplace competency and how the students have performed on the competency.

Review Course. We no longer receive domains or national averages (2021) Pass/Fail only

Program Outcome	Domains	Number of students	National Summary From 2019	Results per student	Use of results
Collect, analysis, verify data and data sources for patient care and management	Data Analysis and Management	6	National average 58%	1 student @ 54% 2 students @ 58% 3 students @ 50% 4 students @ 51% 5 students @ 77% 6 students @ 66%	Additional lab exercises relating to data types and sources
Collect, organize, abstract and analyze clinical data to identify trends that demonstrate quality, safety and effectiveness of health care	Coding		National average 62%	1 student @ 73% 2 students @ 70% 3 students @ 61% 4 students @ 58% 5 students @ 56% 6 students @ 52%	Additional classroom projects to emphasize coding ICD 10, HCPCS, CPT
Apply federal, state and accrediting agency standards for record content, reimbursement methodologies, and classification systems	Compliance		National average 62%	1 student @ 59% 2 students @ 76% 3 students @ 66% 4 students @ 80% 5 students @ 62% 6 students @ 48%	Additional activities involving standards to address a variety of aspects of health information and informatics. (ASTM) and Health Level Seven (HL7) target clinical data standards. Insurance and remittance standards are a focus of the Accredited Standards

					Committee (ASC) X12
Perform continual updates to policies and procedures and implement internal and external audits.	Information Technology		National Summary 59%	1 student @ 64% 2 students @ 54% 3 students @ 49% 4 students @ 54% 5 students @ 59% 6 students @ 60%	Additional projects to enforcement of policies and procedures and prompt response to compliance issues
Apply knowledge of policies and regulations relating to the organization of health care delivery to ensure compliance and protect confidentiality and privacy of patient data	Quality/ Revenue Cycle		National average 62%	1 student @65% 2 students @72% 3 students @65 % 4 students @58 % 5 students @33 % 6 students @44 %	Additional labs focus on regulations of healthcare privacy and security, (HITECH) Omnibus Rule, GINA and CoP/ Additional labs to include MACRA delivering higher quality medical care while actually expending fewer resources to have Value-Based (VB), quality vs. quantity medicine
Use technology and information systems to meet health care organization needs	Legal		National Summary 62%	1 student @ 64% 2 students @ 61% 3 students @ 39% 4 students @ 48% 5 students @ 62% 6 students @ 56%	Additional activities to include the HITECH Act CMS Medicare and Medicaid Electronic Health Records Meaningful Use Incentive Program

Verification of workplace competencies:

Level I Certificate: HITT 1160 Clinical-Health Information/ Medical Records Technology/Technician
Level II Certificate: HITT 2260 Clinical-Health Information/ Medical Records Technology/Technician
A.A.S.: HITT 2361 Clinical-Health Information/Medical Records Technology/Technician

Ruth Rascon reviewed the information with the committee.

Kristina Roberson asked for a motion to approve the workplace competency as presented.

Kim Bryant made a motion to approve the workplace competency as presented.
Sandra Furlow seconded the motion.

The motion passed and the committee approved the workplace competency as presented.

❖ **Program Specific Accreditation Information and Requirements (if applicable)**

Below you will find the results from 08/01/2019 to 07/31/2020 for:

First time tester ONLY

EPC Code	School Name	Pass #	Fail #	Total #	Pass %	Fail %
638	Vernon College	1	1	2	50	50

All (first time and repeat) testers

EPC Code	School Name	Pass #	Fail #	Total #	Pass %	Fail %
638	Vernon College	1	1	2	50	50

❖ **Review program curriculum/courses/degree plans**

Kristina Roberson asked the faculty member, Ruth Rascon, to discuss with the committee the program's curriculum and degree plans for 2022-2023

Through the Practice Management Institute, these would meet the basic requirements. Both PMI for Cert II and AAPC, American Association of Professional Coders Associates are proctored.

Certified Medical Coder (CMC)
Certified Medical Insurance Specialist (CMIS)

The students would still be able to take the following with the associates' program without the accreditation through the AAPC.

Certified Outpatient Coder (COC) - Certification Exam
Certified Inpatient Coder (CIC) - Certification Exam
Certified Risk Adjustment Coder (CRC) - Certification Exam
Certified Professional Compliance Officer - CPCO Certification exam
Certified Documentation Expert Outpatient (CDEO) - Certification Exam

Ruth Rascon noted that the testing money is combined into their class fees, but if there is a need to retest it is on the students.

Health Information Management, Level 1 Certificate

CIP 51.0707

HEALTH INFORMATION ANALYST

Instructional Location - Century City Center

CERTIFICATE OF COMPLETION (Probable Completion Time – 16 weeks)

Related Requirements (4 SH)

COSC 1301	Introduction to Computing or	3
BCIS 1305	Business Computer Applications	3
LEAD 1100	Workforce Development with Critical Thinking Skills	1

Major Requirements (13 SH)

HITT 1160	Clinical-Health Information/ Medical Records Technology/Technician	1
HITT 1301	Health Data Content and Structure	3
HITT 1305	Medical Terminology I (A)	3
HITT 1353	Legal and Ethical Aspects of Health Information	3
HITT 2343	Quality Assessment and Performance Improvement	3
	Total Credit Hours:	**17**

(A) Course included on the State's Advanced Technical Credit list. (See Advanced Technical Credit.)

Health Information Management, Level 2 Certificate

CIP 51.0707

MEDICAL CODING

Instructional Location - Century City Center

CERTIFICATE OF COMPLETION (Probable Completion Time – 9 months or 32 weeks)

Pre-Requisite Requirements (8 SH)

BIOL 2401	Anatomy & Physiology I	4
BIOL 2402	Anatomy & Physiology II	4

Related Requirements (1 SH)

LEAD 1100	Workforce Development with Critical Thinking	1

Major Requirements (27 SH)

HITT 1211	Health Information Systems (A)	2
HITT 1301	Health Data Content and Structure	3
HITT 1305	Medical Terminology I (A)	3
HITT 1341	Coding and Classification Systems	3
HITT 1345	Health Care Delivery Systems	3
HITT 1353	Legal and Ethical Aspects of Health Information	3
HITT 2160	Clinical - Health Information/Medical Records Technology/Technician	1
HITT 2330	Pathophysiology and Pharmacology	3
HITT 2335	Coding and Reimbursement Methodologies	3
HITT 2340	Advanced Medical Billing and Reimbursement	3
	Total Credit Hours:	**36**

*Must successfully complete **BIOL 2401** and **BIOL 2402** with a grade of "C" or better prior to admission to the Health Information Management Program*

(A) Course included on the State's Advanced Technical Credit list. (See Advanced Technical Credit.)

Health Information Management, A.A.S.

CIP 51.0707

Instructional Location - Century City Center

ASSOCIATE IN APPLIED SCIENCE DEGREE (Probable Completion Time -2 years)

General Education Requirements (15 SH)

ENGL 1301	Composition I	3
GOVT 2305	Federal Government (Federal Constitution and Topics)	3
MATH 1314 or 1332	College Algebra or Contemporary Math	3
MATH 1342	Elementary Statistical Methods	3
SFF>	Language, Philosophy, and Culture or Creative Arts Elective	3

Related Requirements (9 SH)

BIOL 2401	Anatomy & Physiology I	4
BIOL 2402	Anatomy & Physiology II	4
LEAD 1100	Workforce Development with Critical Thinking	1

Major Requirements (36 SH)

HITT 1211	Health Information Systems (A)	2
HITT 1301	Health Data Content and Structure	3
HITT 1305	Medical Terminology I (A)	3
HITT 1341	Coding and Classification Systems	3
HITT 1345	Health Care Delivery Systems	3
HITT 1353	Legal and Ethical Aspects of Health Information	3
HITT 2160	Clinical - Health Information/Medical Records Technology/Technician	1
HITT 2330	Pathophysiology and Pharmacology	3
HITT 2335	Coding and Reimbursement Methodologies	3
HITT 2339	Health Information Organization and Supervision	3
HITT 2340	Advanced Medical Billing and Reimbursement	3
HITT 2343	Quality Assessment and Performance Improvement	3
HITT 2361	Clinical - Health Information/Medical Records Technology/Technician	3
	Total Credit Hours:	**60**

> To be selected from the following: ARTS 1301, DRAM 1310, DRAM 2366, ENGL 2322, ENGL 2323, ENGL 2327, ENGL 2328, ENGL 2332, ENGL 2333, HIST 2311, HIST 2312, MUSI 1306

❖ **Approve program revisions (if applicable)**

Kristina Roberson asked the committee for a motion to approve the program revisions with updates as presented.

Amy Criss made a motion to approve the program revisions with updates as presented. Kim Bryant seconded the motion.

The motion passed and the committee approved the program revisions as presented.

❖ **Approve 2021-2022 SCANS, General Education, Program Outcomes, and Institutional Outcome Matrices.**

SCANS Matrix: The SCANS (Secretary's Commission on Achieving Necessary Skills) Matrix represents the 8 Federal requirements that must be taught. The matrix shows how we are mapping them back to each of the courses in the program.

Program: Health Information Management									Credential: Associate in Applied Science (AAS) Degree/Certificate of Completion
Award: Health Information Management Associate in Applied Science (AAS) Degree/Certificate									
Cip: 51.0707									
IDENTIFIED COMPETENCIES								LIST OF ALL COURSES REQUIRED AND	
SCANS COMPETENCIES								Course Number	Course Title
1	2	3	4	5	6	7	8		
X	X		X	X	X	X	X	HITT 1211**	Health Information Systems
X	X		X	X	X	X	X	HITT 1301*/**	Health Data Content and Structure
X	X		X	X	X	X	X	HITT 1305*/**	Medical Terminology
X	X		X	X	X	X	X	HITT 1341**	Coding and Classification Systems
X	X	X	X	X	X	X	X	HITT 1345**	Health Care Delivery Systems
X	X		X	X	X	X	X	HITT 1353*/**	Legal and Ethical Aspects of Health Information
X	X	X	X	X	X	X	X	HITT 2160**	Clinical - Health Information/Medical Records Technology/Technician
X	X	X	X	X	X	X	X	HITT 2330**	Pathology and Pharmacology
X	X		X	X	X	X	X	HITT 2335**	Coding and Reimbursement Methodologies
X	X	X	X	X	X	X	X	HITT 2339	Health Information Organization and Supervision

1	2	3	4	5	6	7	8	Course Number	Course Title
X	X	X	X	X	X	X	X	HITT 2340**	Advanced Medical Billing and Reimbursement
X	X	X	X	X	X	X	X	HITT 2343*	Quality Assessment and Performance Improvement
X	X	X	X	X	X	X	X	HITT 2361	Clinical - Health Information/Medical Records Technology/Technician
X	X		X	X	X	X		LEAD 1100*/**	Workforce Development with Critical Thinking

PROGRAM COMPETENCIES (as determined by advisory committee)

8. BASIC USE OF COMPUTERS

7. WORKPLACE COMPETENCIES

6. PERSONAL QUALITIES

5. THINKING SKILLS

4. SPEAKING AND LISTENING

3. ARITHMETIC OR MATHEMATICS

2. WRITING

1. READING

*Indicate course is taught in Certificate of Completion

Courses with an * are part of the certificate level 1
Courses with an** are part of the certificate leave 2
Courses with an */** are part of the certificate level 1&2

General Education Matrix: The General Education Matrix is state mandated. You will see the 6 requirements that the college is tasked with teaching and how they map back to the courses.

Program: Health Information Management						**Credential: Associate in Applied Science (AAS) Degree/Certificate of Completion**	
Award: Health Information Management Associate in Applied Science (AAS) Degree/Certificate.							
Cip: 51.0707							
IDENTIFIED CORE OBJECTIVES						**LIST OF ALL COURSES REQUIRED AND**	
GENERAL EDUCATION CORE OBJECTIVES						**Course Number**	**Course Title**
1	**2**	**3**	**4**	**5**	**6**		
X	X	X	X	X	X	HITT 1211**	Health Information Systems
X	X	X	X	X	X	HITT 1301*/**	Health Data Content and Structure
X	X		X	X	X	HITT 1305*/**	Medical Terminology
X	X	X	X	X	X	HITT 1341**	Coding and Classification Systems
X	X	X	X	X	X	HITT 1345**	Health Care Delivery Systems

1	2	3	4	5	6	Course Number	Course Title
X	X		X	X	X	HITT 1353*/**	Legal and Ethical Aspects of Health Information
X	X	X	X	X	X	HITT 2160**	Clinical - Health Information/Medical Records Technology/Technician
X	X	X	X	X	X	HITT 2330**	Pathology and Pharmacology
X	X	X	X	X	X	HITT 2335**	Coding and Reimbursement Methodologies
X	X		X	X	X	HITT 2339	Health Information Organization and Supervision
X	X	X	X	X	X	HITT 2340**	Advanced Medical Billing and Reimbursement
X	X	X	X	X	X	HITT 2343*	Quality Assessment and Performance Improvement
X	X	X	X	X	X	HITT 2361	Clinical - Health Information/Medical Records Technology/Technician
X	X		X	X	X	LEAD*/**	Workforce Development with Critical Thinking

6. Personal Responsibility
5. Social Responsibility
4. Teamwork
3. Empirical and Quantitative Skills
2. Communication Skills
1. Critical Thinking Skills

Courses with an * are part of the certificate level 1
Courses with an** are part of the certificate leave 2
Courses with an */** are part of the certificate level 1&2

Program Outcomes Matrix: The Outcomes Matrix represents the Vernon College mandated requirements. They are the Program outcomes just approved and how they map back to the courses.

Program: Health Information Management	
Award: Health Information Management Associate in Applied Science (AAS) Degree/Certificate	**Credential: Associate in Applied Science (AAS) Degree/Certificate of Completion**
Cip: 51.0707	

LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OUTCOMES							
PROGRAM OUTCOMES						**Course Number**	**Course Title**
1	2	3	4	5	6		
X	X	X	X	X	X	HITT 1211**	Health Information Systems
X	X	X	X	X	X	HITT 1301*/**	Health Data Content and Structure
			X		X	HITT 1305*/**	Medical Terminology
X		X				HITT 1341**	Coding and Classification Systems
X	X	X	X	X	X	HITT 1345**	Health Care Delivery Systems
X	X	X	X	X	X	HITT 1353*/**	Legal and Ethical Aspects of Health Information

X	X	X	X	X	X	HITT 2160**	Clinical - Health Information/Medical Records Technology/Technician
X	X	X	X	X	X	HITT 2330**	Pathology and Pharmacology
X	X	X				HITT 2335**	Coding and Reimbursement Methodologies
X	X	X	X	X	X	HITT 2339	Health Information Organization and Supervision
X	X	X	X	X	X	HITT 2340**	Advanced Medical Billing and Reimbursement
X	X	X	X	X	X	HITT 2343*	Quality Assessment and Performance Improvement
X	X	X	X	X	X	HITT 2361	Clinical - Health Information/Medical Records Technology/Technician
					X	LEAD 1100*/**	Workforce Development with Critical Thinking

					6. Describe health information leadership roles
				5. Analyze policies and procedures to ensure organizational compliance with regulations and standards	
			4. Apply policies and procedures for the use of data required in healthcare reimbursement		
		3. Collect, organize, maintain and abstract health data for clinical indices/databases/registries for the purposes of administration, fiscal support, performance improvement and quality management			
	2. Apply legal and ethical policies and procedures related to the protection and compliance of health information				
1. Demonstrate an understanding of the structure and content of the health data records					

Courses with an * are part of the certificate level 1
Courses with an** are part of the certificate leave 2
Courses with an */** are part of the certificate level 1&

Institutional Outcomes Matrix: The Institutional Outcomes Matrix represents the Vernon College mandated requirements. This matrix represents how the program outcomes map back to the institutional outcomes/general education outcomes.

Program: Health Information Management						Credential: Associate in Applied Science (AAS) Degree/Certificate of Completion
Award: Health Information Management Associate in Applied Science (AAS) Degree/Certificate						
Cip: 51.0707						
LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OUTCOMES						
Program Outcomes						**General Education Outcomes**
1	2	3	4	5	6	
x	x	x	x	x	x	Personal Responsibility
x	x	x	x	x	x	Social Responsibility
x	x	x	x	x	x	Teamwork
x	x	x	x	x	x	Empirical and Quantitative Skills
x	x	x	x	x	x	Communication Skills
x	x	x	x	x	x	Critical Thinking Skills
						6. Describe health information leadership roles

				5. Analyze policies and procedures to ensure organizational compliance with regulations and standards
			4. Apply policies and procedures for the use of data required in healthcare reimbursement	
		3. Collect, organize, maintain and abstract health data for clinical indices/databases/registries for the purposes of administration, fiscal support, performance improvement and quality management		
	2. Apply legal and ethical policies and procedures related to the protection and compliance of health information			
1. Demonstrate an understanding of the structure and content of the health data records				

Kristina Roberson opened the floor for discussion and recommendations

Kristina Roberson asked for a motion to approve matrices as presented.

Crystal Maldonado made a motion to approve the matrices as presented.
Amy Criss seconded the motion.

The motion passed and the committee approved the matrices as presented.

❖ **Program statistics: Graduates (from previous year/semester), current majors, current enrollment**

Ruth Rascon presented the following information to the committee.
Gregg Chesterman asked Ruth to include previous years in her statistics.
Ruth and Shana discussed further about enrollment numbers being low in this program.

- Program Statistics:
  - Graduates 2019-2020: 13
  - Enrollment Summer 2020: 6
  - Majors Fall 2020-2021: 36- 2 Level 1 -2 males
  - Enrollment Fall 2020: 23

❖ **Local Demand**

Crystal Maldonado brought up in discussion about numbers being low, stating she has a PRN opening at WGH and has for quite a while. Kim Bryant has also run into this predicament of not finding a person that is certified to do the job that is open. Crystal has suggested more advertisement, as she doesn't think people as a whole understand what coding and health information is truly about. Kim Bryant will have an opening soon, but will need all the basics to be known for her to hire that person. She does not have time to have to train someone brand new that doesn't know about the job. She can train in what they do in her office and their system but not train brand new as stated. Kim has 2 previous students from the Vernon College HIM

program and has been impressed with their accomplishments and knowledge of the program. Sandra Furlow also has 2 previous students from the Vernon College HIM program and they are 2 of her best coders she's ever had. These previous students excel and are eager to learn and want to know more and do more. Sandra said when she gets openings in the future she will turn to the HIM program and Ruth first. Sandra, Kim, and Crystal did all agree that this program is very much needed in the career field.

❖ **Evaluation of facilities, equipment, and technology. Recommendation for acquisition of new equipment and technology**.

Ruth Rascon reviewed the following information with the committee.

Neehr Perfect will continue. CAHIIM has recommended 40 PPE hours instead of 96 and can add assignments from their system or EHRGo.

Kristina Roberson asked the committee for discussion or recommendations for new equipment.

Ruth mentioned that the HIM program is trying to get some kind of a learning management program from EPIC built into the system.

❖ **External learning experiences, employment, and placement opportunities**

 "Vernon College offers a job board on the website. Businesses can contact Chelsey Henry, Coordinator of Career Services, chenry@vernoncollege.edu, to add jobs or you can post yourself. VC also subscribes to a service called GradCast. Within this program, over 600,000 business and industry contacts are available to the graduates to send up to 100 free resumes within a set zip code. If you would like to have your business as part of that database, please contact Judy Ditmore, jditmore@vernoncollege.edu."

Technical Students	Additional Higher Education and Not Employed	Employed No Additional Higher Education	Additional Higher Education and Employed	Employed and/or Additional Higher Education	Students Not Found	Total Former Students
Graduate Non-returner	0% 1 10%	3 75% 4 40%	1 25% 1 10%	4 100% 6 60%	0 0% 4 40%	4 10

Kristina Roberson asked if there was any further discussion hearing none she moved forward.

❖ **Professional development of faculty and recommendations**

Kristina Roberson asked the committee to review the professional development opportunities that the faculty has taken advantage of during the year.

> TxHIMA in June in Allen, Tx. In addition, CAHIIM virtually
> Ruth would like to start joining AAPC meetings.

Kristina Roberson asked if there was any further discussion or recommendations for professional development for the staff, hearing none she moved forward.

❖ **Promotion and publicity (recruiting) about the program to the community and to business and industry**

Kristina Roberson asked the committee to please take time to review the promotion and publicity. Due to many COVID restrictions, recruiting events were down for in person, and many opportunities were given virtually.

We currently have commercials, posters, graduates and word of mouth.

Shana Drury stated that Vernon College is having high school tours again with Delilah. Shana also mentioned that career fairs are coming back.

Kristina Roberson asked the committee if there was any further discussion or recommendations. Hearing none the meeting moved forward.

❖ **Serving students from special populations:**

Kristina Roberson asked the committee to please note the federal definition of special populations below,

Vernon College is an open enrollment college. The Proactive Assistance for Student Services (PASS) department offers many services for documented disabilities such as but not limited to quiet testing, longer testing times, interpreters, and special equipment.

Vernon College has a program titled "New Beginnings" for students who qualify to receive transportation, childcare, and/or textbook loans. Perkins funding is also offering assistance to break down barriers such as uniform, supply, equipment costs.

Peer to Peer mentoring, tutoring (online and in person), resume building, student success series, and counseling are just a few of the other options/services available to students.

1. Special populations new definitions:
    a. Individuals with disabilities;
    b. Individuals from economically disadvantaged families, including low-income youth and adults;
    c. Individuals preparing for non-traditional fields; 0 male /23 female
    d. Single parents, including single pregnant women;
    e. Out-of-workforce individuals;
    f. English learners;
    g. Homeless individuals described in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
    h. Youth who are in, or have aged out of, the foster care system; and

15

i. Youth with a parent who—
    i. is a member of the armed forces (as such term is defined in section 101(a)(4) of title 10, United States Code);
    ii. is on active duty (as such term is defined in section 101(d)(1) of such title).

❖ - **Comprehensive Local Needs Assessment (Discussion led by Shana Drury):**

-Labor Market Outlook

Occupation	TWC Target Occupation	Share of local jobs (%)	Quality Index (-5 to 5)	Demand Index (-5 to 5)	Quality and demand quadrant	National Median Wage ($)	Local Median Wage ($)	Projected national growth 2019-2029 (%)	Projected state-level growth 2018-2028 (%)
Health Support Technicians	Yes	0.511418684	-0.329955514	1.720069021	Low quality - High demand	17.12	14.43716981	6.887164829	8.192090395
Health Records Technicians	Yes	0.314261703	-0.50546662	0.698473936	Low quality - High demand	23.67968817	23.67968817	6.365913543	5.670103093

-Living Wage

Occupational Code	Occupation	Prevailing Hourly Wage	Prevailing Annual Wage
29-2098	Medical Dosimetrists, Medical Records Specialist, Health Technologists & Technicians	$19.00	$32,520.00

Shana Drury went through a list of questions regarding the CLNA and access to Vernon College for all participants, not just health information management students. Discussion ensued about access, marketing, and new occupations/training needs.

Kristina Roberson asked the committee if there was any further discussion.
Shana Drury thanked the committee for their attendance
Kristina Roberson adjourned the meeting 1:04 pm.

Recorder Signature- Amy Criss	Date	Next Meeting: Fall 2022
Recoverable Signature X Amy Criss, RHIT, CCS, COSC Amy Criss, RHIT, CCS, COSC Coder Signed by: acriss	10/13/2021	