2016-2017
Mid-Year
Committee/Advisory Council Report

Committee Name: Health Information Management

Chairperson: Debbie Burlison

List of members:

Dale Owen, RHIT, Wilbarger General Hospital, Director of Medical Records
Tina Anderson, RHIT
Shelia Cabell, Business Office Director, Clinics of North Texas
Crystal Fetsch, Medical Records, Seymour Hospital
Vanessa Kincheloe, Assistant Executive Director, Taft Counseling
Mary McKinley, Licensed Professional Counselor, Taft Counseling Center
Virginia Solorio, Medical Records, Promise Hospital of Wichita Falls
Debbie Burlison, RHIT, Clinics of North Texas, Medical Records Director
Carla Cherry, CCS-P, AAHA Clinics of North Texas, Compliance Officer
Brenda Elliott, Seymour Hospital, Medical Records Director
Dr. Reda Rasco, Psy.D., LPC-S, Taft Counseling Center
Ginny Chaddick, Medical Records, TCCC
Amy Criss, RHIT, Wilbarger, General Hospital
Ruth Rascon, RHIT, HIM Program Coordinator
Karen McClure, Secretary

Dates of meetings: October 10, 2016

Accomplishments:

- APAR scores for CAHIIM accreditation are 80%
- 4 Students major coding certificate
- 28 Students major HIM associates
- Elected Officers, Debbie Burlison; Vice-Chair Crystal Fetsch ; Recorder Carla Cherry
- Updated curriculum
- Working with Christina Feldman to offer Medical Terminology through CE
- Working with Roxie Hill for online courses
- Attended TxHIMA in Galveston and AHIMA in Colorado
- CAHIIM program accreditation annual report filed prior to the deadline.
- Maintained continued curricula with updated, revisions, etc. as needed for student success.
- CAHIIM standards for the HIM AAS degree are going to be new for August 2017

- Utilized intrusive academic advising and intervention strategies requiring contact with students who otherwise might not seek advising
- Full time job offers to 8 graduates, with a reported 75% 6 of 8 accepting positions
- Program Outcomes presented to committee and approved
- Assessment methods of program outcomes presented to committee
- Assess program outcomes through RHIT review for HITT 2361 and program exam and activities
- Implemented drug checks before admission to program
- Had HIM t-shirts made for recruitment efforts.
- Ensured retention of lessons by incorporating active and collaborative learning strategies including group participation, teamwork, and presentations.
- Maintained scheduled office hours and established several ways for effective communication with students - email, cell phone, and online office hours.
- Increased time spent advising students with program requirements and semester registrations
- Increased program recruiting efforts within the community and with Advisory Committee members.
- Assisted facilities and currently employed students in implementing Notice of Privacy Practice, HIPAA requirements and standards, and correct coding practices within their place of employment. This was done outside normal clinical hours.
- Revised program goals and outcomes to align with CAHIIM accreditation
- Updated AHIMA curricula mapping tool to ensure outcome are achieved
- Program Advisory Committee members actively engaged and provided advice on continued improvement of the program during VC hosted events
- Participated in Sports Day
- Participated GenTx
- Attended Honors/Who's Who event
- Counseled and advised other potential and current Allied Health students as well as CE students
- Contributed to fundraising activities
- Built textbook with only required materials needed
- Attended and participated in Division meetings throughout year
- Contributed to VC sponsored events
- Provided gifts, food for Kids Christmas
- Updated program web page
- Participate in Campus Carry Task Force

Recommendations:

- Offer online HIM program

Membership suggestions:

Expand the study in the area of the revenue and billing cycle

Enhance study of Revenue Management, Informatics, Analytics and Data Increase the importance of knowledge and skills of inside/outside audits and include the importance of verification and accuracy of all billing for payment

Agendas, exhibits and minutes posted to Vernon College web site address:
http://www.vernoncollege.edu/CollegeEffectiveness/Committees.aspx

Submitted by: Ruth Rascon

Date submitted: February 2, 2017