HIT Advisory Committee Meeting Minutes

April 27, 2017

Cerra Atkins(OS)	**Lolita Loy (CI**	**OS-onsite**
Beth Cage(AB)	**Mike Marmie(C/I)**	**CI-call in**
Ruth Engler(CI)	**Shelia McKim(AB)**	**AB-absent**
Bonnie Hair(CI)	**Lori Richards (CI)**	
Sheri Harvey (OS)	**Sarah Stafford (AB)**	
Michelle Hennen (CI)	**Korene Silvestri**	

Korene welcomed members and indicate there were no new members for 2016-2017 to introduce. She did indicate an *invitation was recently extended to someone in Florida, stating it is important to explore professionals outside of our geographic location if as we encourage learning which will allow someone to live here and work remotely. A request for potential candidates was introduced and it was suggested to forward an email address or suggest they contact the program director via email.* We are looking for those individuals whose expertise in various Several members stated they would check with individuals outside of the usual geographic region.

A request for changes to be made associated with the 2016 Meeting Minutes, none were expressed. No changes to the 2016 meeting minutes were indicated.

Members had been provided with the school 2016 RHIT exam outcomes report and associated domains prior to the meeting. Discussion took place regarding the findings

Enrollments for the Fall academic year are as follows**:** Fall 2017 –Seniors *9 and* Fall 2017 –Freshman *-selection has not occurred at this time (currently have 3 applications with more in the pipe line.) Korene stated she is awaiting the next batch of applications to be forwarded to her before any selection will be made. Applications are only forwarded when everything item required by the admission's office has been received. A new batch is expected shortly. The program can accept 19 new students annually at the present time.*

Upon the suggestion of a committee member several years prior to a change in the process of securing of the PPEs locations the following observation was recognized: There are two PPEs courses in the program(one is each academic year.) It was noticed during the freshman PPE,

student choice of location would not put them with practicing PPE professionals. Therefore, *a change occurred in the spring 2017 HIT 145 PPE I course. This spring the Freshman PPE was conducted 100% via the AHIMA V-Lab. The only external PPE is performed in the senior year. Unfortunately, we will not fully know the outcome of this change for a few years. However, we felt it was an important step to preparing graduates to work in an on-line setting. At the completion of the spring 2017 semester, HIT 145 will undergo a review and changes will be discussed. We will also monitor how this impacted these students in their senior year.*

As of Spring 2017, the HIT program is 100% on-line learning. Students who desire to take the non-program courses in the traditional format can do so, but all are available in the on-line for as well. Please refer to the email containing a copy of what was created to announce this change. Members indicated they liked the flyer (which is available in both soft and hard copy.)

There have been program changes –fall 2017, to accommodate the CAHIIM program competency changes, etc. *HIT 110, Alternative Care Records(1 has been removed from the program. This has been done primarily secondary to the cost of the textbook as well as, the need to include other content. HIT 257 Indexes and Registries (3) were removed from the program, has been removed from the program. This course has always been largely Cancer Registry driven. To our advantage, this has resulted in several of our graduates to be dual credentialed, both as RHITs and CTRs. A Cancer Registry program is currently being discussed secondary to recognizing the importance of the Registry and interest. Plans are currently looking at implementation in fall 2018.*

Several new courses have been added: HIT 150 Health Record Documentation (2) (it's placement in the HIT program is intended to serve dual purpose (the HIT program and a proposed CID skill set) and HIT 253 Health Care Reimbursement(1) were added. The content/textbook for HIT 253 has previously included in HIT 260. It now has it's own designation to allow for other key activities in HIT 260. Textbook changes are in the planning for HIT 100 and HIT 225, as well as, the additional purchase of a book with has exercises/activities to spam the program. This book will be attached to HIT 100. All in attendance indicated they felt the change and additions related to textbook were a positive move. Korene did indicate the Program Domains follow AHIMA's _____textbook.

Members were encouraged to continue to provide input, seek collaboration regarding course content, etc. Members were encouraged to email with regarding anything related to the program.

I. Student (professional) **activities**

A. WVHIMA/OHIMA, etc.

WVHIMA: *Fall Retreat x 2 and WVHIMA Annual Meeting*
OHIMA:
Students are required to volunteer at a professional organizational gathering annually. They can choose to attend the meeting of their choice. They are required to make contact with the person overseeing the function, etc. At the end they are required to submit to the PD a copy of the attendance certificate. This activity is a component of HIT 145 and HIT 265, students who do NOT complete this annual function—in which they have the current academic year to do so---automatically fail the said course.

Secondary to an observed activity for 2016-2017—changes are being considered. One change is: Only Freshman will volunteer. The seniors will be involved in B.

B. Senior Project for 2017—*Currently, I will speak with the WVHIMA to have the senior project on the agenda for the Annual Meeting. The AHIMA Annual Convention is also a consideration—however, this will result in at least one student/graduate attendance to present (cost factor.)*

C. WVHIMA Student Scholarship Awardee recipient-*no one from WVNCC completed an application for consideration.*

II. Potential future projects

A. Certificates vs Skill Set options (CDI-update)

VII. Thoughts, Concerns, etc. and Close