

AGENDA/MEETING MINUTES
Advisory Board
Health Information Programs
March 21, 2016 1:30PM
ETA 220.1 / conference call

ITEM 1. Approval of previous minutes

Data/data source: handout (attached in email)

Action:

Approved – John Hamm, second Cheryl Phillips

ITEM 2. Health Information Programs

Discussion:

- Updated 2014/2015 annual report
- Make recommendations for new 2016/2017 plan
- Moving to Loxahatchee campus 1/2017

Data/data source: emailed- program annual report 2014/2015

Action/recommendations:

- John Hamm stated concern over student transportation to the new campus. Forwarding concern, that is concurred with by the faculty, to administration. Julia Steff explained that she had met with the college president in the previous week and discussed concerns over enrollment and support for Health Information program students through scholarships.
- Susan Denny / Linda Barbian – requested investigation into mentoring / partnering for coding interns. Julia Steff explained that this would be a function of continuing education and provided a model that is used by IOD coding and Himage as training for graduates of our AHIMA approved PCAP program. Group also discussed the federal apprenticeship designation. The following are resources for further discussion:
 - <http://www.prnewswire.com/news-releases/trusthcs-becomes-first-company-to-welcome-ahima-apprentices-for-clinical-coding-300063050.html>
 - <http://www.dol.gov/general/topic/training/apprenticeship>
 - <http://journal.ahima.org/2015/09/10/ahima-foundation-receives-federal-grant-to-foster-data-management-apprenticeships/>
- Susan Denny / Linda Barbian – proposed a revenue cycle and outpatient CDI training for continuing education.
- John Hamm – proposed investigating the possibility of an advanced billing training course.

ITEM 3. Curriculum

Discussion:

- State changes:
 - Change Medical Transcription name to Healthcare Documentation / Transcription Specialist
 - New MT curriculum:

BSC2085	Anatomy and Physiology 1 *	3	BSC2085	Anatomy and Physiology 1 *	3
BSC2085L	Anatomy and Physiology 1 Lab *	1	BSC2085L	Anatomy and Physiology 1 Lab *	1
BSC2086	Anatomy and Physiology 2	3	BSC2086	Anatomy and Physiology 2	3
BSC2086L	Anatomy and Physiology 2 Lab	1	BSC2086L	Anatomy and Physiology 2 Lab	1
HSC2531	Medical Terminology	3	ENC1101	College Composition 1	3
HIM1000C	Introduction to Health Information Management	3	HSC2531	Medical Terminology	3
HIM1433C	Pathophysiology for Health Information Management	2	CGS1100	Microcomputer Applications	
HIM1442C	Pharmacology for Health Information Management	2	OR	OR	3
HIM2652C	Advanced Keyboarding and Technology	2	HIM1610C	Office Applications for Health Professions	
HIM2045C	Foundation Skills for Medical Transcription	3	HIM1000C	Introduction to Health Information Management	3
HIM2020C	Medical Transcription by Body System	3	HIM1433C	Pathophysiology for Health Information Management	2
HIM2032C	Intermediate Medical Transcription	3	HIM1442C	Pharmacology for Health Information Management	2
HIM2034C	Advanced Medical Transcription	3	HIM1012C	Health Information Law, Ethics and Compliance	3
HIM2802	Externship for Medical Transcription	4		Fundamentals of Healthcare Documentation/Transcribing	2
			HIMXXXX	Lecture 1: Lab 1	
			HIMXXXXL	Skills Lab for Healthcare Documentation Lab 2	2
			HIMXXXXC	Healthcare Documentation Practicum	2
				Lecture 1: Internship 1	
Total Program Credits: 33			Total Program Credits: 33		

Data/data source:

Action:

Discussion about program coverage of the EHR within the curriculum. Julia Steff explained that the EHR is covered in HIM10000C Introduction to Health Information Management and HIM1610C Office Applications for Health Professionals. Additionally, students cover 5 different EHR environments in the HIT AS program.

Approved: Motion Manny Diaz; second Joan Deseno

ITEM 4. Continuing Education

Discussion:

- Exam prep for CDIP, CHDA, CPHQ and CHPS
- ICD-10
- Topics for future speakers and recommended speakers

Data/data source:

Action:

Group requested a schedule of course offerings. Especially, CHPS.

ITEM 5. Council activities

Discussion:

- Chair

Data/data source: BPC council handbook

Action:

New council chair: John Hamm

ITEM 6. Community

Discussion:

- Professional activities
 - April 5th – Coding Carnival
 - November 2016 – FIRE day
- Recommendation for other activities

Data/data source: BPC council handbook

Action:

Group requested FIRE day to be held November 1, 2016. John Hamm stated that Lou Testa and Gilbert Dougherty would be interested in speaking.

OTHER. Next meeting – October/November 2016

Attendance:

Debra Braley, RHIA

Regional Director, HIM Operations
Parallon Business Performance Group

Linda Barbian, RHIA, CCS

Director of Health Information
Bethesda Health

Cheryl Philips, RHIA

HIM Manager
Jupiter Medical Center

Susan Denny, RHIA, CHTS-PW

Director of Health Information, Case Management and Clinical Documentation Improvement
Jupiter Medical Center

Manny Diaz, RHIA

Health Information Services Manager
Lakeside Medical Center

John Hamm

Administrative Manager/ Operations
Health Information Alliance, Inc

Joan Deseno, MBA, RHIA
Director of Health Information Management
Privacy Officer
Wellington Regional Medical Center

Robert L. Missroon, MBA
VP-Finance, CFO
DSS, Inc.

Julia Steff, RHIA, CPHQ, CCS, CCS-P
Assistant Professor, Department Chair
Palm Beach State College

Colette Chiacchiero, RHIT, CCS=P
Assistant Professor
Palm Beach State College

Nancy Zinser
Associate Dean of Health Science
Palm Beach State College

Submitted by:

Julia Steff

[name], Scribe

c. Minutes Distribution List
Council members
Associate Dean Nancy Zinser