Instructional Faculty Consortium Committee Meeting (IFCC)

MINUTES   04.14.17   10 AM   CENTRAL GEORGIA TECH, MACON

PROGRAM	Health Information Management Technology
FACILITATOR	Donna Estes
SECRETARY	Daphney Bryant

ATTENDEES				
Joyce Waters	Athens		Annette Baker	Lanier
Victoria Mills	Atlanta		Priscilla Waters	Ogeechee
Sonya Burns	Augusta		Erica Wilson	Southern Regional
Donna Estes	Georgia Northwestern		Daphney Bryant	West Georgia
Susan Bowman	Georgia Northwestern		Denese Davis	Wiregrass Georgia
Keechia Boyd	Georgia Piedmont		Susan Jackson	Wiregrass Georgia
Latunya Henderson	Gwinnett		Karen Howard	TCSG
			Dr. Thornton,	VPAA Columbus

Agenda Topics

[AGENDA WELCOME AND APPROVAL OF MINUTES	DONNA ESTES

DISCUSSION	Donna Estes, State Chair, welcomed everyone. The IFCC minutes from the November 7, 2016 meeting were approved with one correction. Denise Davis and Susan Jackson from Wiregrass Georgia were inadvertently not listed as attendees at the fall meeting.
CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

COLLEGE UPDATES		
DISCUSSION	Athens Tech – Joyce Waters attended on site Their Healthcare Access program has three groups of students involved with many challenges. There is a big difference teaching high school students (as opposed to college students); however, the program is continuing to be a success. The first group of MOWR students will graduate in May. The coding program at this time has a 100% passing rate. Athens Tech has a full time HIMT instructor position open. Atlanta Tech – Victoria Mills attended via conference call ATC has a grant opportunity with New Tech Hire and they are looking for a part time faculty member to help with this program. Presently, 671 students are being effected by the removal of the Healthcare Science Degree Program at the college. This summer 243 students are enrolled in the program. Ogeechee Tech – Priscilla attended via conference call A new full-time instructor (Lisa) has recently joined the department. Medical Coding has been moved to be an embedded certificate program under the HIMT program. Ogeechee Tech will also be impacted by the removal of the Health Care Science Degree Program. No financial aid was available for this degree program. Dr. Thornton from Columbus Tech stated that last month three program alternatives for the Health Care Science program were presented to colleges for their consideration. Augusta Tech – Sondra Burns attended on site The HIMT program is new at Augusta Tech and Sondra is very excited about launching classes this fall.		

DISCUSSION CONT'D	Georgia Northwestern Tech – Donna Estes and Susan Bowman attended on site Donna explained how they bundle the RHIT Exam Review Guide with the RHIT Exam. It is paid by financial aid once the students are at the practicum level. It has been very beneficial to her college by giving her an increase in the number of students taking the RHIT credentialing exam before completing the Degree program. The pass rate for the RHIT credentialing exam at her college currently is 100% and she gives the credit to the bundling of the RHIT Exam Review Guide with the RHIT exam. Twenty students will be graduating in May 2017. Susan Bowman is starting a new coding program at Georgia Northwestern this fall, which will use the VLab/AHIMA textbook including case studies. The Program Advisory Committee for their HIMT program has 14 members. Georgia Piedmont Tech – Keisha Boyd attended via conference call Georgia Piedmont is searching for a program director and Keisha asked for suggestions on recruitment sources and strategies. Feedback from other faculty included posting the opening on the college website, word of mouth, networking at professional meetings, and through adjuncts. Presently, there are 77 students in the degree and diploma programs. Two students are ready for graduation this fall. Georgia Piedmont is working with Georgia Northwestern to get the graduates prepared for graduation. Gwinnett Tech – LaTonya Henderson and Andrea Ford attended via conference call Gwinnett Technical College offers a RHIT Exam prep course to help the graduates prepare for the RHIT exam since it took so long for the college to get accredited by CAHIIM. Nine students are in the RHIT degree program. Gwinnett Tech added a new TCC, which is the Medical Scribe certificate to their program. Lanier Tech – Annette Baker attended via conference call The program is growing. RHIT courses will be taught on site this fall at the Jones Academy site. Alan is spearheading the HIP club, which has a $1,000 scholarship fund. There is no word yet on their site visit date from CAHIIM. Southern Regional Tech – Erica Wilson attended on site Erica Wilson (previously at Albany Tech) started at Southern Regional Tech in January 2017. Previously, the HIMT program at Southern Regional was a part-time evening program. They are transitioning it to a full time day program, but are keeping part-time evening classes. Presently, there is one director and a part time employee. They are in need of a full-time faculty member. Wiregrass Georgia Tech – Susan Jackson and Denese Davis attended on site They will have 23 graduates in June and have eight students enrolled in the degree and diploma programs. Many students neglect to take the RHIT exam because they are already employed in the field. There is a big push at her college for MOWR and three high schools have agreed to come on board (Coffee, Lyons, and Valdosta High Schools). They were just approved to teach HIMT 1100, 1150, 1200, and 1250 as the Georgia DOE career pathway. West Georgia Tech – Daphney Bryant in attendance on site Students asked for and started HITSA (Health Information Technology Student Association). It was officially recognized by the SGA in March. Officers have been elected and the group has its own Facebook page. Daphney Bryant is the HITSA advisor. Dana Stirman is the associate advisor. Thirteen students will graduate this June. There is still a push to increase the RHIT credentialing exam takers at WGTC. Teaching HIMT courses at the Douglasville campus is presently on hold until all paperwork is completed, submitted, and approved by the WGTC administration and SACSCOC. Dr. Thornton explained the process approval process and encouraged Daphney to start the process as quickly as possible.
CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRIOR LEARNING ASSESSMENTS | JOYCE WATERS

DISCUSSION	Joyce Waters from Athens Tech proposed awarding course credit for MOS682 toward HIMT 1100 to active duty service people and/or veterans who have 1-3 years of experience. At a prior IFCC meeting and via emails, the faculty were provided details on the military occupation.
CONCLUSIONS	Some faculty members want candidates for PLA credit to take a written exam prior to awarding credit. It was decided to let each college decide on this issue at the local level.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

CAHIIM COMPETTENCIES | DONNA ESTES

DISCUSSION	Prior to the IFCC meeting, HIMT instructors were asked to email their CAHIIM Program Course Maps to Karen Howard so she could compile the locations of CAHIIM's entry-level competencies in HIMT courses. The resulting spreadsheet was reviewed, edited, and ultimately agreed upon by the faculty during the IFCC meeting. This effort by the IFCC demonstrates transparency within the HIMT curriculum across the state. Additionally, it ensures that new program directors have a starting point for creating curriculum at their colleges. As permitted by CAHIIM, their verbiage will be used to ensure CAHIIM entry-level competencies can easily be found in the HIMT courses. Also, an identifying tag will be added at the end of the learning outcomes in the courses to cross reference it to CAHIIM's document. The tag will note CAHIIM's Domain Level, Subdomain, and specific Competency.
CONCLUSIONS	IFCC members agreed upon the placement of CAHIIM entry-level competencies in HIMT courses.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Add/update learning outcomes in HIMT courses in KMS.	Karen Howard	May 2017

MISC ACTION LIST

DISCUSSION	
CONCLUSIONS	List of action items from IFCC meeting that include sharing information via HIT-L listserv: Susan Bowman, GNTC: Email summary of coding program changes Donna Estes, GNTC: Email booklist, summary of proposed HIMT certificate, and statistics project Latunya Henderson, Gwinnett: Email summary of medical scribe program Erica Wilson, Southern Regional: Email recruitment resources Denese Davise, Wiregrass Georgia: Email Cengage Encoder Prod resource and MOWR certificate.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

ADJOURNMENT

DISCUSSION	The fall IFCC meeting will be scheduled for an October date.
CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MEETING ADJOURNED	2 p.m.
MINUTES SUBMITTED BY:	Daphney Bryant, Wiregrass Georgia Technical College