St. Petersburg College

SPC St. Petersburg College
COLLEGE OF HEALTH SCIENCES

Health Information Technology

Advisory Committee Meeting Minutes

Date: Thursday, September 24, 2015   **Time:** 4:40 p.m. – 5:44 p.m.
Location: Seminole Campus – Conference Room – LI-304

Members Present: Denise Fonzo, Colleen McComas, Arnold Miller, Lucelly Miller, Pat Schnering, Joanna Varner

St. Petersburg College Staff Present: Dr. Rebecca Ludwig, Dr. Sheila Newberry, Martin Smith, Jennie Orama, Joseph Hatin, Marcia Castle

Members Absent: Perry Ellis, Vicky Ellis, Altheia Griffin, Ronnie Irvin, Suzanne Spigner, Amy Storozuk, Tonia Thompson, Denisha Torres-Lich, Karen Youmans

Topic/Discussion	
1. **Welcome/Introductions:**	**1. Discussion/Action** Dr. Sheila Newberry welcomed the attendees to the new Fall meeting. Everyone introduced themselves.
2. **Old Business** ➢ Approved Minutes from 4-02-15 Meeting	**2. Discussion/Action** Approved by Pat Schnering and Seconded by Lucelly Miller.
➢ YouTube Update	Last meeting Evelyn Russon brought up the use of YouTube Videos and how they will work. Sheilas needs a video on HIT coding. Attendees will email Sheila a list of videos for her review.

➢ Change to ICD-10 in January 2016	Sheila announced that we will be teaching ICD-10 in January 2016. We have three coding classes. In January, we will use ICD-10 CM for the 1st two classes and ICD-10-PCS for the third. For the externship we will use ICD-10-CM and ICD-10-PCS. Discussing the books that might be used, Joanna said that OPTUM books were appropriate and Denise mentioned the Channel coding book; she uses this version and the descriptions were excellent. Pat added a concern to make sure testing will accept the coding books from Channel. Sheila will check to ensure Channel code books are OK to use for testing.
➢ Advanced Technical Certificate in Health Data Management.	Sheila stated that we have a new certificate, the Certified Health Data Analyst (CHDA). We have sent out numerous fliers but have received very few responses. In Fall 2015 we had one student and in Spring 2016 we have two students. We do not offer the Certificate in the Summer. The Plus 50 Grant is over at the end of October. A stipulation before they take the exam: must have an advanced certificate. There are a total of 6 classes-three the first term and three the second term. We started small and when we reopen in August the numbers should increase. Sheila is working with SPC Marketing to better advertise the certificate.
➢ Fall Classes (Face-to-Face)	We have been advocating face-to-face classes but are averaging about four students. For a trial period, we are considering stopping these classes for a while with the possibility of bringing them back in the future. Denise always hears hands on and face-to-face helps best with coding and suggested a blended class-two weeks online and third week face-to-face and so on. Pat Schnering agreed with us. Students need coding. Sheila discussed this and said there was only one student left.
3. New Business	**3. Discussion/Action**
➢ Fall Statistics	We have 58 sections of 27 different classes. Our highest enrollment is 40 or 41 students in a class for courses in Healthcare Law and Medical Terminology and our lowest enrollment of one student in a class is for Informatics. Due to low enrollment, our classes have been cut back in some of our offerings.
➢ New Adjunct Faculty	We desperately are in need of faculty. The College has changed the policy from having a Master's Degree to having an A.S. Degree with 20 years of more experience. We are glad to announce that Denise will be joining our staff this Spring. Another faculty starting in January is Kimberley Cianciolo who comes to us with a JD & RHIA. She will be

	working in Healthcare Law. She graduated from Santa Fe College and has experience with the program.
➢ HIT Exam Statistics	Two Attachments were Handed Out – SPC Educational Outcome Assessment Report for HIT Program Learning Outcomes and RHIT Credentialing Domains.
	This report is completed on a yearly basis and is set up three years in advance. The RHIT exam started with all domains and sub domains (14). Now there are only seven domains. (Domain 1: Data Analysis and Management; Domain 2: Coding; Domain 3: Compliance; Domain 4: Information Technology; Domain 5: Quality; Domain 6: Legal; Domain 7: Revenue)
	PLO #1: Data Analysis Management
	Pat stated that some publishing companies are packaging books with the exam and students with financial aid are getting them free. This presents a fairness issue to the remaining students. Sheila stated that in a previous position where she was employed, the cost of the exam was covered as a lab fee. Dr. Ludwig said we might get work force to pay.
	PLO #2: Coding
	Rewrite PLO's (Program Learning Objectives). Get from Sheila. Denise said they have eight week modules and after graduation students did not take the exam. Martin stated the rate of students taking the exam after three months from graduation drops to a 50% passing rate. Pat said that updating the credential guides is an annual event. If consistently low, we need to look at it. She also mentioned that Sheila's blended class would be a good course for YouTube.
	Arnold inquired as to the status of the Informatics Program. Sheila said that we do not grant the Associate Degree anymore, just the Certificate. We were receiving complaints from graduating students that they were not able to find employment. Sheila said the credit hours were 18 but the State raised them to 24 credit hours. It is difficult to get participation. It gets lost because it is not involved in the learning industry. Informatics and coding students are coming back for the HIT AS Degree. Fewer students are taking their exams versus the number graduating.
	We are reviewing a new electronic record. It is incorporated in many textbooks. There are a lot of activities the students can do. Hopefully we will be using by the summer.

	There are viable employers for coding services at the annual career day-but no one comes. Sheila said to invite her or Martin.
	Colleen said we need to reach out to the students. Sheila asked the group that if they know of any activities to please invite us. Jennie Orama said there is a career day on October 27th from 10:00 a.m. to 1:30 p.m. Have them call her.
	Joanna asked if the college uses any on-line tools-interactions-or some way to support the students and faculty such as skype to communicate to students as to the importance of taking the exam.
	Health Care Organizations and Human Resources do not even know what Health Information Technology comprises. It was also stated that for community colleges it is open access people that finish that will never graduate.
	Due to time constraints, Sheila stopped the discussion so she could present the last topic.
➢ Personnel Changes in HIT Department	Sheila announced that Shirley is retiring from fulltime faculty at the end of the Fall term. Eric Carver is acting as Interim Provost at HEC. Martin has graciously accepted the Interim Fulltime Faculty position and could be in this position for a year. Shirley will be moving to an adjunct position, later next year. Sheila is transferring to fulltime teaching in January. This is the last time she will be speaking to the group as Chair. Sheila thanked the group for their support in what they do for us. Everyone thanked Sheila for all she has done and that she will be greatly missed.
4. Announcements	**4. Discussion/Action** Sheila announced the next meeting will be Thursday April 7, 2016. The meeting will be from 8:00 a.m. – 10:00 a.m. including breakfast, at the East Annex. The committee members will be notified with details.
5. Adjournment	**5. Discussion/Action** Motion to adjourn by Joanna Varner, Seconded by Denise Fonzo. Meeting adjourned at 5:44 p.m. Respectfully submitted, Marcia Castle, Recorder