Completion Report Form
for
2013 - 14 Perkins Title I, Program Improvement, and Leadership Strategies and Projects

A. Campus: Leeward Community College

B. Strategy Title: Accreditation & Growth of HIT Program Proposal No.: LEE2013/14(1)-T1-05

C. Proposer Name: Patrice Jackson E-mail: patrice.jackson@hawaii.edu

D. Project Description

Leeward CC has applied for Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) Candidacy status. The steps toward achieving CAHIIM Candidacy status was supported by a 2011-2012 Perkin’s Carryover Grant. Candidacy status is the first of a two-step CAHIIM Accreditation process. In order to achieve and maintain CAHIIM full Accreditation, (1) Leeward CC must have students graduate from the HIT Program and (2) Leeward CC HIT graduates must pass the national exam to be credential as a Registered Health Information Technician (RHIT). National passing rates for first time test takers are at 75.5%.

Enrollment and completion (not to mention CAHIIM accreditation) can be directly affected by the success rate of students graduating from the program and then attaining the national credential for the degree. Obtaining a credential is often most successful if taken while the student is still in school.

By offering the program online in Fall 2013; assessing PLA (Prior Learning Assessment) for non-traditional learners; Leeward CC aspires to reach current professionals and new students locally and from the neighbor islands by affording them an opportunity to attain the degree/credential in a high demand and high wage profession. Other UHCCs will benefit by having the degree online as these institutions can increase registration for business and general education courses, then have interested students transfer into the online HIT program – minimizing their neighbor island institutions expenses for faculty, supplies, and CAHIIM accreditation. Finally, by including the RHIT (Registered Health Information Technologist) exam in the final semester including study preparation, taking examination before graduation, and by building these components into the externship the students are found to have higher test scores and course fees will be paid as part of tuition. Success in attaining their RHIT leads to better employment/promotion opportunities. Leeward Community College began the HIT program during a time of established industry need. Out of this need, AHIMA has identified Reality/Vision 2016 which seeks to offer distinct specializations in Coding, Health Information Privacy and Security, and Tumor Registry. Leeward must achieve accreditation now to obtain the numbers to move past provisional approval of the program; and also plan for specialization of the degree.

E. Activities Planned/Completed
<table>
<thead>
<tr>
<th>Activities Planned (from proposal)</th>
<th>Completed?</th>
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<tbody>
<tr>
<td>Create HIT Online Orientation</td>
<td>Yes</td>
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<tr>
<td>Map National Credentials with Health Information Technology Courses</td>
<td>Yes</td>
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<tr>
<td>Prepare course material to be inserted into an online environment (9 courses)</td>
<td>Yes</td>
</tr>
<tr>
<td>Build BUSN 102 Intro to Health Information Technology and BUSN 115 Reimbursement Methodology online</td>
<td>Yes</td>
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<tr>
<td>Hire Consultant and complete work and application for CAHIIM accreditation visit</td>
<td>Yes</td>
</tr>
<tr>
<td>Obtain extern site commitments/agreements and requirements</td>
<td>Yes</td>
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<tr>
<td>Identify processes and procedures for registering and paying for student RHIT testing and credential in the final semester of their studies</td>
<td>Yes</td>
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<tr>
<td>Ensure Leeward CC's testing center can administer the RHIT exam</td>
<td></td>
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<tr>
<td>Build BUSN 106 Introduction to Medical Coding and BUSN 171 Introduction to Medical Records (Legal and Ethical) online</td>
<td>Yes</td>
</tr>
<tr>
<td>CAHIIM Site visit</td>
<td>Scheduled for October 2014</td>
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<tr>
<td>Register students for early testing and schedule PearsonVue site for test</td>
<td>Yes</td>
</tr>
<tr>
<td>Create PPE (Professional Practice Experience) Guide for Sites and Students</td>
<td>Yes</td>
</tr>
<tr>
<td>Build BUSN 108 Introduction in Diagnosis Coding , BUSN 109 Introduction to Procedure Coding, and BUSN 197C Disease Pathology and Pharmacology online</td>
<td>Yes</td>
</tr>
<tr>
<td>Build BUSN 208 Advanced Diagnosis Coding, BUSN 209 Advanced Procedure Coding, and BUSN 198 Health Statistics</td>
<td>Yes</td>
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<tr>
<td>Update courses for January 2014 Coding and Legislative updates for BUSN 102, 115,106,171,108, and 109</td>
<td>Yes</td>
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The CAHIIM Site visit schedule was not within our control but it is scheduled for October 29 and 30, 2014.
F. Performance Indicators Addressed, Effectiveness Measures, and Expected Outcomes

<table>
<thead>
<tr>
<th>Performance Indicators, Effectiveness Measures, Expected Outcomes (from proposal)</th>
<th>Results</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Objective 1:</strong> Achieve full accreditation by the Commission on Accreditation for Health Informatics and Information Management (CAHIIM) for the HIT Program</td>
<td>Scheduled for October 2014</td>
</tr>
<tr>
<td><strong>Objective 2</strong> – Expand the Health Information Technology program by offering it online.</td>
<td>Done</td>
</tr>
<tr>
<td><strong>Objective 3</strong> – Modify the externship for HIT to include studying, applying, and sitting for the national exam in the final semester of study. Create a PPE guide for externship sites and students, and set up sites.</td>
<td>Done. Curriculum for HIT 192 submitted and will be discussed at Curriculum Committee in October 2014. PPE guide for externship is developed.</td>
</tr>
<tr>
<td><strong>Objective 4</strong> – Map National Credentials for prior learning assessment to apply to the HIT program.</td>
<td>Done</td>
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</table>

G. Impact (qualitative and quantitative)

1. 100% increase (from 20 to 40) in students that are HIT declared majors.

2. 80% increase in students (4 of 5) successfully passed the mock RHIT exam. At the end of the spring semester, these students will take the real RHIT exam.

H. Expenditure Report

<table>
<thead>
<tr>
<th>Account #5600543 Category</th>
<th>Amount Budgeted</th>
<th>Amount Expended as of 10/8/14</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Personnel (include fringe)</td>
<td>$ 37,986.00</td>
<td>$ 36,704.80</td>
</tr>
<tr>
<td>B. Other Current Expenses</td>
<td>$ 15,556.00</td>
<td>$ 16,837.20</td>
</tr>
<tr>
<td>C. Equipment</td>
<td>$</td>
<td>$ 9,754.00</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>$ 53,542.00</td>
<td>$ 53,542.00</td>
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