

Minnesota West Community and Technical College

Health Information Technology & Medical Coding Specialist

Advisory Board Minutes

Meeting Date: 05/16/2019

Meeting Time: 12:00 PM – 12:40 PM

Location: <https://us04web.zoom.us/j/213519499>

One tap mobile

+16465588656,,213519499# US (New York)

+14086380968,,213519499# US (San Jose)

Dial by your location

+1 646 558 8656 US (New York)

+1 408 638 0968 US (San Jose)

Meeting ID: 213 519 499

****Please see minutes in blue below.**

- | |
|---|
| 1. Welcome and Identify New Members -Called to order 12:00 PM
-Members present: Elaina Nichols, Lisa Smith, John Thomas, Carol Overby, Robin Wilson
-New members: Lisa Schultz; Robin Wilson; Tabitha Larcom |
| 2. Program Updates and Changes <ul style="list-style-type: none">• Medical Coding Specialist, Diploma<ul style="list-style-type: none">○ Received PCAP approval• Health Information Technology, A.A.S.<ul style="list-style-type: none">○ Received CAHIIM Accreditation 1/21/19 – shared CAHIIM Letter and Board Report○ Budget – shared current budget totals, shared 2019/20 Budget request. Waiting for legislative session for final approval.○ Student numbers – shared numbers from the end of Spring 2019 and the increase starting Fall 2019○ 2108 Curriculum – asking board to review curriculum, make any suggestions, comments, or concerns from our current curriculum – tabled until Fall 19 meeting○ Program review – tabled until Fall 19 meeting, give time to review Course outlines, 2018 curriculum, and sequencing<ul style="list-style-type: none">▪ Sequencing – Shared full and part time sequencing of HIT program. Question on sequencing of ICD-10-PCS prior to CPT and ICD-10-CM, typically hard material and not the best for students to jump into in the first year.▪ Course Descriptions – attached to the course outlines▪ Course Outlines – shared all current course outlines for the HIT program to be reviewed by Board for discussion Fall 19 meeting |
| 3. Old Business – none |
| 4. New Business <ul style="list-style-type: none">• Host Region E Meeting on Campus – Elaina is President of Region E, would like to host meetings on the college campus |

- CEU topics to offer to the community for low fee – Elaina requested topics for community CEU opportunities. Webinar or travel to advisory board locations mentioned
- Survey – please take time to complete the survey that will be emailed out.
- Materials – Elaina will send material at in smaller emails, but looking for a cloud space to share access with the board.

5. Adjourn – Called to close at 12:30 PM