

Bakersfield College

Program Review – Annual Update

Program Name: **Health Information Technology Program (NEW Program launched Fall 2017)**

Program Type: Instructional Student Affairs Administrative Service Other

Bakersfield College Mission: Bakersfield College provides opportunities for students from diverse economic, cultural, and educational backgrounds to attain Associate and Baccalaureate degrees and certificates, workplace skills, and preparation for transfer. Our rigorous and supportive learning environment fosters students' abilities to think critically, communicate effectively, and demonstrate competencies and skills in order to engage productively in their communities and the world.

Note this is a new program: The Health Information Technology Program has recently started this year in 2017-2018 and is a new program. This will be the first-year students can declare Health Information Technology Program as a major. Classes were first offered in 2017-2018 and therefore, the program has no previous data.

Describe how the program supports the Bakersfield College Mission:

One of the three primary tenets of the Bakersfield College mission is to provide excellent learning opportunities in career and technical education for our community which permits students to thrive in our local workforce and KCCD service area and beyond.

The Health Information Technology Program meets this primary mission by providing an educational opportunity within the Health Services Career Pathway and by program completers earning the Associate in Science degree.

Program Mission Statement:

The mission of the Bakersfield College Health Information Technology Program is to promote student success by providing the lower division course requirements needed for a student to obtain an Associate of Science degree in Health Information Technology (HEIT) and, upon program accreditation, to become an eligible candidate for the national Registered Health Information Technician (RHIT) exam. This includes a focus on Career Technical Education (CTE).

Instructional Programs only:

- A. List the degrees and Certificates of Achievement the program offers (**A.S. degree is pending California Community Colleges Chancellor's Office approval**).
- B. If your program offers both an A.A. and an A.S. degree in the same subject, please explain the rationale for offering both and the difference between the two. **Not applicable**
- C. If your program offers a local degree in addition to the ADT degree, please explain the rationale for offering both. **Not applicable**

Progress on Program Goals:

A. List the program's current goals. For each goal (minimum of 2 goals), discuss progress and changes. If the program is addressing more than two (2) goals, please duplicate this section. Please provide an action plan for each goal that gives the steps to completing the goal and the timeline.

Program Goal	Which institutional goals from the Bakersfield College Strategic Plan will be advanced upon completion of this goal? (select all that apply)	Progress on goal achievement (choose one)	Status Update – Action Plan
1. Seeking Program Accreditation with Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)	<input type="checkbox"/> 1: Student Learning <input type="checkbox"/> 2: Student Progression and Completion <input type="checkbox"/> 3: Facilities <input checked="" type="checkbox"/> 4: Oversight and Accountability <input checked="" type="checkbox"/> 5: Leadership and Engagement	<input type="checkbox"/> Completed: _____ (Date) <input type="checkbox"/> Revised: _____ (Date) <input checked="" type="checkbox"/> Ongoing: Fall 2018 (Date)	New Program Regulations with Accreditation body CAHIIM; On-Site Visit to College Fall 2018
2. Increase awareness of Health Information Technology career options and opportunities.	<input checked="" type="checkbox"/> 1: Student Learning <input type="checkbox"/> 2: Student Progression and Completion <input type="checkbox"/> 3: Facilities <input type="checkbox"/> 4: Oversight and Accountability <input type="checkbox"/> 5: Leadership and Engagement	<input type="checkbox"/> Completed: _____ (Date) <input type="checkbox"/> Revised: _____ (Date) <input checked="" type="checkbox"/> Ongoing: 2017-2018 and 2018-2019	New Program Establishing a baseline, new program and increase of achievement opportunities

B. List new or revised goals (if applicable)

New/Replacement Program Goal	Which institutional goals will be advanced upon completion of this goal? (select all that apply)	Status Update – Action Plan
N/A	<input type="checkbox"/> 1: Student Learning <input type="checkbox"/> 2: Student Progression and Completion <input type="checkbox"/> 3: Facilities <input type="checkbox"/> 4: Oversight and Accountability <input type="checkbox"/> 5: Leadership and Engagement	

Best Practices:

Programs often do something particularly well; usually they have learned through assessment – sometimes trial and error – what solves a problem or makes their programs work so well. These are often called Best Practices and can help others. Please share the practices your program has found to be effective.

The Health Information Technology Program new Associate Science Degree launched Fall of 2017. In addition, the program will be starting a new certificate of achievement as a Health Information Coding Specialist. To raise awareness on the career pathways, information sessions will be held on the career pathways of Health Information Technology and will be posted on the Bakersfield College website.

Program Analysis:

Take a look at your trend data (all programs should have some form of data that is used to look at changes over time).

1. Please report on any unexpected changes or challenges that your program encountered this cycle:

Health Information Technology is a **new program** and the focus will be on educating people on Health Information Technology career paths to ensure continued growth.

2. How does your trend data impact your decision making process for your program?

Based on preliminary data, there are two focus areas for the program in the first year of implementation.

Tracking the growth of this new program: This is the first year the program will be offering an Associate of Science Degree and later Certificate of Achievement in Health Information Coding Specialist. Therefore, the numbers of students who are enrolled are a current baseline to measure future growth.

3. Were there any changes to student success and retention for face-to-face, as well as online/distance courses?

The **program is new** and there are **no changes as of date**.

4. Were there any changes to student demographics (age, gender, or ethnicity) for the past cycle?

New program and therefore, no changes. This year provides a baseline.

Resource Request and Analysis:

Resource Request		If Fulfilled, Discuss How Previous Year's Requests Impact Program Effectiveness?
<p>Positions: <i>Discuss the impact new and/or replacement faculty and/or staff had on your program's effectiveness.</i></p>	<p><input checked="" type="checkbox"/> 1: Classified Staff <input type="checkbox"/> 2: Faculty</p> <p>DA III</p>	<p>This position would serve to support the Allied Health Department, specifically the new Health Information Technology (HEIT) and the existing Radiologic Technology Programs. Both programs have outside accrediting agencies which require support to ensure that these programs meet National licensure requirements. This ensures that graduating students will be able to obtain immediate employment within their career field. These programs require extensive tracking from original applications, pre-program health and safety requirements, and students' progress towards degree attainment, licensure and employment.</p>
<p>Professional Development: <i>Describe briefly, the effectiveness of the professional development your program has been engaged in (either providing or attending) during the last cycle</i></p>	<p><input type="checkbox"/> 1: Provided Professional Development <input checked="" type="checkbox"/> 2: Attended Professional Development</p>	<p>On-campus professional development has included participating in student success initiatives including Habits of Mind, Student Equity and others. Faculty have implemented multiple strategies learned in these professional development activities and made them best practices within the health information technology course work which promotes student success. Flex week professional development activities that provide opportunities for learning about college initiatives and activities such as Canvas training.</p>
<p>Facilities: <i>If your program received a building remodel or renovation, additional furniture or beyond routine maintenance, please explain how this request or requests impacts your program and helps contribute to student success.</i></p>	<p><input type="checkbox"/> 1: Space Allocation <input type="checkbox"/> 2: Renovation <input type="checkbox"/> 3: Furniture <input type="checkbox"/> 4: Other <input type="checkbox"/> 5: Beyond Routine Maintenance</p>	<p>N/A</p>
<p>Technology: <i>If your program received technology (audio/visual – projectors, TV's, document cameras) and computers, how does the technology impact your program and help</i></p>	<p><input type="checkbox"/> 1: Replacement Technology <input type="checkbox"/> 2: New Technology <input type="checkbox"/> 3: Software <input type="checkbox"/> 4: Other _____</p>	<p>N/A</p>

<p><i>contribute to student success?</i></p>		
Resource Request	Discuss How Effective Request is for Student Success?	
<p>Other Equipment: <i>If your program received equipment that is not considered audio/visual or computer equipment technology, please explain how these resources impact your program and help contribute to student success.</i></p>	<p><input type="checkbox"/> 1: Replacement <input type="checkbox"/> 2: New <input type="checkbox"/> 3: Other _____</p>	<p>N/A</p>
<p>Budget: <i>Explain how your budget justifications will contribute to increased student success for your program. (Fiscal requests will be submitted by the faculty chair and/or area administrator.)</i></p>		<p>The classified staff DAIII position being requested is necessary to comply with national CAHIM programmatic accreditation standards to support the new Health Information Technology (HEIT) Program. Student success is achieved by ensuring that graduating students will be able to obtain immediate employment within their career field. The HEIT program require extensive tracking from original applications, pre-program health and safety requirements, and student progress towards degree attainment, licensure and employment.</p>

Conclusions & Snapshot:

Present any conclusions and findings about the program. This is an opportunity to provide a brief abstract or synopsis of your program's current circumstances and needs. Consider this a snapshot of your program, if someone were to only read this portion of your annual program review.

Brief Abstract: The Health Information Technology program addresses the growing workforce demand for health information professionals. Since the federally mandated adoption of electronic health records, the needs in the Health Information Management field have dramatically changed. There are approximately 12,000 to 50,000 new jobs anticipated by 2020, and the Bureau of Labor Statistics cites Health Information Technicians as one of the 20 fastest growing occupations in the US.

A degree in Health Information Technology will prepare individuals with the knowledge, skills, and abilities for a career working as a health information professional. Some career options may include Health Data Analyst, Release of Information Specialist, Document Imaging Specialist, ICD/CPT Coder, Data Quality/Integrity Associate, Clinical Documentation Specialist, Health Information Supervisor, or Consultant.

All courses will be offered online making them accessible to working students and those that do not live within a reasonable commute to/from Bakersfield College.

There are no colleges in the Kern County region that offer an Associate of Science Degree in Health Information Technology.

Needs: To be successful, the program needs to increase awareness on the wide range of careers in Health Information Technology among the students and BC community. In addition, the program needs to be supported with administrative support (DA III requested) to comply with national CAHIIM accreditation standards.