DCHP Dean's Response to the External Program Review
Health Information Management –BS degree
Health Information Technology – AAS degree
August 14, 2017

The Dr. Ezekiel R. Dumke College of Health Professions (DCHP) dean received and valued the thorough review of our Health Information Management and Technology programs by the external review team at the onsite visit on February 27-28, 2017. This team consisted of one seasoned professional in health information management education and one on campus faculty member. Comments from the dean is noted in *purple.*

The strengths of the programs noted by the team included:

- Standard B.a Curriculum – The program should demonstrate that the curriculum for each degree and for any general education/service course offered by the program is the result of thoughtful curriculum planning and review process.
    - Review Team's comments – Careful ongoing review of course curriculum with appropriate changes to meet the demands of the industry [are conducted regularly]. *Agreed*

- Standard C.e Student Learning – Demonstrate that the assessment of the program mission and student outcomes is being used to improve and further develop the program. Is the evidence acted upon? Is it clear what drives program change?
    - Review Team's comments – Response to changes in industry and recommendations made by advisory board and preceptors [are incorporated into the curriculum]. *Agreed*

- Standard E.a Faculty – Faculty size, composition, qualifications, and professional development activities must result from a planning process which is consistent with the program's mission.
    - Review Team's comments – The faculty are highly qualified, well-educated professionals. All are credentialed HIM professionals and qualified to teach the subjects assigned. All faculty teaching in these programs have completed/ or are in the process of completing doctoral degrees. *Agreed*

- Standard E.b. Faculty – The program maintains a core of full-time faculty sufficient to provide stability and ongoing quality improvement for the degree programs offered. The program maintains a core of full-time faculty sufficient to provide stability and ongoing quality improvement for the degree programs offered.
    - Review Team's comments – The advisory board acknowledges the strength of the faculty. Students and graduates noted the personal feeling in the program created by the faculty. Faculty are available and approachable. *Agreed*

- Standard E.f Faculty - Processes are in place to determine appropriate teaching assignments and service workloads, to guide and mentor contract/adjunct faculty, and to provide adequate support for activities which implement the program's mission.
    - Review Team's comments – Each faculty member has a clearly identified role. They all function well within that role and support and complemented each other. *Agreed*

- Standard E.g Faculty - Teaching is systematically monitored to assess its effectiveness, and revised periodically to reflect new objectives and to incorporate improvements based on appropriate assessment methods. For both contract and adjunct faculty, there is evidence of:
- Effective creation and delivery of instruction.
- Ongoing evaluation and improvement of instruction.
- Innovation in instructional processes.
  - Review Team's comments – Regularly reviews course evaluations and implements changes and updates to courses as needed. Program is currently implementing new AHIMA/CAHIIM curriculum competencies. *Agreed*

- Standard F.a Program Support - The number and capabilities of the support staff are adequate to meet the mission and objectives of the program.
  - Review Team's comments - The Outreach and Student Recruiter and Advisor provides support to the HIM program. The 12 month administrative support position provides help to the students year-round. *Agreed*

The site visit team noted one concern regarding Standard E.d Faculty - The program should demonstrate efforts to achieve demographic diversity in its faculty. *I agree and will assist the department as faculty opening arises, the program will continue to seek individuals with diverse backgrounds and culture.*

The team recommend that the program include simulation in the professional practice experience (PPE) and other courses to provide students with more hands on experience with HIM technical functions. The team also recommended that they document the PPE experience in a more detailed manner. *The faculty agree with the recommendation.* **The changes will be worked on over the summer months and incorporated into the curriculum for fall 2017.**

One final comment made by the team was in regard to the new model curriculum map required by the Commission on Accreditation of Health Informatics and Information Management Education (CAHIIM). *The program faculty responded that they will continue to develop these signature assignments and assessment methods that can be used to demonstrate their compliance with the new model curriculum maps.* **The program will add measures at the task level to assess for content coverage and appropriateness of the Bloom's level in the 2017-2018 academic year.**

I would like to extend my appreciation to the site visit team, the department chair, the HIT and HIM programs faculty and staff. In addition, the gratitude is extended to the advisory committee and the university administration for their support and assistance.

Dr. Patricia Shaw and the HIT and HIM programs have my admiration and support for their outstanding work and excellent program offerings.

Respectfully submitted,

Yas Simonian

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