

**HEALTH INFORMATION MANAGEMENT - ADVISORY COMMITTEE MINUTES**

**Wednesday, May 12th, 2021**

**Time: 5:30-7:00pm \* Zoom Online**

**Members Present**: Jacob Salzer CPC (Committee Chair), Legacy Health; Merryl Blatnik (Vice Chair), Columbia River Mental Health Services; April Andrews, Columbia River Mental Health Services; Lori Lucente CTR, Providence Portland Medical Center; Julie McKim, Kaiser Permanente NW; Sean Moore, Workforce SW;

**Members Absent**: Manuel Galaviz MD, PeaceHealth SW Medical Center; Virdie Schrei RHIT, Providence Health & Services;

**Clark College**: Olga Lyubar, Instructor; Renee Schiffhauer, Advising; Brenda Walstead, Dean – Business and HEOC; Sarah Kuzera, Director of Medical Assisting; SueAnn McWatters, Program Specialist – Advisory Committees

Jacob Salzer called the meeting to order at 5:35pm and introductions were made.

**MINUTES OF PREVIOUS MEETING**

The minutes for *January 13th, 2021* were presented for approval. Jacob Salzer motioned to approve. Merryl Blatnik seconded and was unanimously approved.

**DATE OF NEXT MEETING**

The committee selected their next meeting date for **Wednesday, November 3rd, 2021 at 5:30pm.**

**OFFICE OF INSTRUCTION ANNOUNCEMENTS**

Brenda Walstead made the following announcements:

The college now has a new interim Vice President of Instruction Genevieve Howard in place of Sachi Horback.

There are current budget reductions occurring throughout the college. Instruction will present their possible cuts in the next couple of days. At the same time, there has been a lot of help and support from both the state and federal government with different types of CARES funding. Partners have also been very helpful.

The college will phase back in at about 25% in person for fall quarter. Due to COVID, the college went completely online, however the HIM program will most likely stay as an online program even after we go back to campus. There was great response from students.

WSU is requiring vaccinations from the faculty and students, whereas Clark has not made that decision yet. We are waiting to hear any news.

**HIM DEPARTMENT UPDATES**

Olga Lyubar stated that the program started their new cohort in the spring. There were 19 students that started.

The last group of students is on teach out with the old prefixes. They will go through their directed practices this summer.

On the cancer registry side, there is a similar format that AHIMA has and what the NCRA is using. There are 6 courses that they are wanting. These courses will be offered with the certificate.

1. Cancer Registry Structure and Management
2. Registry Operations
3. Disease and Coding
4. Oncology Treatment and Coding
5. Quality Utilization and Abstracting Methods
6. Directed Practice

Students do still have to take their Anatomy and Physiology, Medical terminology, as well as pharmacology and pathophysiology class. They can either test out of the requirement of taking a computer basics class or an introduction to a healthcare technology class. The program will also be certified.

Julie McKim spoke on the difficulty in recruiting CTRs so this type of focus is very exciting to hear.

The HIM program will be moving to the WSU Vancouver campus over the summer.

**INTERNSHIP OPPORTUNITIES**

Sean Moore spoke on his work with Karin LaVallah from WorkSource. Sean’s job is to work with the business side and Karin’s job is to work with the job seeker side. They both work together to bridge the gap to receive federal funding. There are folks in our communities that need help getting back to work. Sometimes they will require certain certification training or education to learn the proper skill sets to meet the employer needs and demands. Some of the money has been specifically earmarked for internships so it is her job to make sure that they are reaching out to students that might need those internships for part of their degree completion. Or it might not be a part of their degree, but they need that real life work experience to be able to put that on their resume. Employers are always asking to have some level of experience prior to starting and this would be the ideal employment candidate.

The paid internships are from 90 to 240 hours. The idea is that Sean Moore will do his part making business connections along with whatever connections the college already has in place with business partnerships while Karin’s part will be funding the opportunity for that eligible student. So the student will become the WorkSource employee where the student will submit their payroll through the WorkSource system.

The hope is that some of these internships will turn into job offers. If that happens, then they have a second program called OJT or On-the-Job Training where the student has officially become an employee of said company. It’s a wage reimbursement program to the employer as an incentive to hire. WorkSource can reimburse the company up to 50% of wages that they are paying the employee during a defined period of time, which is generally the onboarding phase of that employment. We know that it is an expense to employers and if there is a way for them to continue to help employers keep their doors open and bring new people in, we want to be able to facilitate that.

WorkSource currently has a lot of money that they would like to spend. The easiest way for any of that to happen is to contact Karin Lavalla directly. Send her a resume and show that they are enrolled at Clark College, she can start to facilitate the conversations with employers and advocate for those internship opportunities. She usually has a quick 10-15 minute phone call to go through some screening questions to find out how many of their current grants can be attached to the student.

Other supports they can offer include gas to help them get to and from that work site. Also, if there is a uniform or dress code that the employer has for their particular organization or office, they offer funding for new clothes. If there are things that are considered “tools” or necessary things that are needed to show up to work with on that first day to be successful and to do their work, then WorkSource can also provide that. For some folks that may be doing an internships before the full completion of their program, they can also provide tuition assistance. For anyone that’s eligible, then WorkSource would like to be able to financially contribute to the cost of their education and reduce any loans that they might have.

**OTHER UPDATES**

Jacob Salzer talked about Legacy offering volunteer positions at the COVID clinics including Legacy Salmon Creek, Oregon Convention Center and Woodburn Health Center. It used to be exclusive for employees, but it is now open to any and all volunteers. Olga asked if they are only wanting specific students in nursing, medical assistant, pharmacy or all volunteers. Jacob stated that they were very broad and inclusive.

Renee Schiffhauer explained that advising has added the caseload assignments into CtC Link. Students now know who their advisor is which gives them a point of contact.

NCHS allows people to send in Icd-10-Cm suggestions.

**INDUSTRY UPDATES**

Julie McKim will be transitioning away from Kaiser. At this point, she plans to stay on the committee but will find someone to fill in if she does decide to move on. She will be a program manager for the AAAHC dental accreditation.

The meeting adjourned at 6:18pm.

Prepared by SueAnn McWatters