

MEDICAL DATA SPECIALIST PROGRAM
Advisory Committee Meeting

Minutes

April 21, 2006 @ 11:30 a.m.

MEMBERS PRESENT: Tanya Fraley – Chairperson, Kathey Garnett, Janet Martin, Brenda Benson, Richard Fowler, M'air Hernandez, Lonetta Ingram, Barbara Belcher, Toni Emmons

EX-OFFICIO'S PRESENT: Judy Massie, Bill Crawford, Dr. Matney

1. Welcome – Fraley, Chairperson, welcomed everyone to the meeting.
2. Introductions – Everyone introduced themselves and the sites they represent.
3. Minutes – The minutes of the April 14, 2005, meeting were approved as written.
4. Continuing Health Care Education – Absent
5. Allied Health & Nursing Counselor – Absent
6. Student Representative – Brenda Benson, MDS student representative, expressed great excitement upon graduation and getting out and making some money! Benson said that the MDS program is a very intense program and she has learned a lot. She would like to see the coding class go computerized, like it is in the real world. Crawford mentioned that Spellman & Associates is starting a 6 month coding class that will cost \$5000 that could give our program some competition. There was much discussion on what skills are needed to work in billing offices, doctor's offices, and hospitals. The consensus was that the program puts out good quality entry level graduates and that most facilities train new employees anyway.
7. Director's Report – Massie reported that hopefully there will be 16 graduates this summer. The program is now offering at least one Medical Terminology I class on-line. She is thinking about putting Administrative Procedures II on-line or at least hybrid for spring of 2007. Background check now cost \$52.02 (includes city tax). Massie would like to see Toni Emmons work something out with Jeff Doiron in Continuing Health Care Education to set up workshops to certify coders.
8. Other Business – Amarillo Heart Group would like to see a list of competencies that the students need for clinic. Massie said that she would send one.
9. Adjournment – Being no further business the meeting adjourned at 12:40.

Minutes written and submitted by Kim Lacey, Administrative Assistant.
