

Advisory Committee Minutes

PROGRAM COMMITTEE		Medical Data Specialist			
CHAIRPERSON:	Blanca Herrera			MEETING DATE:	04/11/2018
MEETING TIME:		11:45 am		West Campus Building A	
RECORDER:	Sherrie S. Nunn, Administrative Systems Specialist ssnunn@actx.edu			January 27, 2017	
MEMBERS PRESENT					
List all members of the committee, then place an X in the box left of name if present					
	NAME	TITLE	EMPLOYER	PHONE	EMAIL
X	Elizabeth Hickenbottom	Coder	Texas Tech	806-731-3540	
X	Melody Purdy	Biller	Amarillo Med		
X	Tonya Shafer	Billing Specialist	AOMS	806-353-1055	billing@amarillooralsurgery.com
X	Julie Howerter	Billing Specialist	AOMS	806-353-1055	jhowerter@amarillooralsurgery.com
X	Ashley Box	Coding/Billing	Dr. Thane Morgan	806-683-8632	abox@amaortho.com
X	Megan Hillary	Coding/Billing	Dr. Aubrey Smith		mnhilleary@outlook.com
X	Sandra Henderson	Billing Ofc Mgr	Amarillo Heart	806-468-0276	billing10@amarilloheartgroup.com
X	Blanca Herrera	Director	Hereford Reg Med	806-236-7182	blanca.herrera@dschd.org
X	Natalie Jimenez	Asst Mgr	Hereford Reg Med	806-240-4723	natalie.jimenez@dschd.org
X	Becky Mora	Practice Admin	High Plains Rehab	806-584-7696	bmora@hpratx.com
	Amber Bonds		Friona Rural Health	806-350-2781	
	Cheryl Aaron		Panhandle Eye	806-331-4444	Cheryla619@gmail.com
	JoAnn Hall		Vibra Hospital		jhall@vhamarillo.com
EX-OFFICIO'S PRESENT					
X	Judy Massie	Prog Director	Amarillo College	806-354-6068	jemassie@actx.edu
X	Mark Rowh	Dean, HS	Amarillo College	806-354-6070	merowh@actx.edu
X	Javier Herrera	Advisor	Amarillo College	806-354-6007	jfherrera@actx.edu
	Melissa Burns	CE Coordinator	Amarillo College	806-354-3650	mdburns@actx.edu
	Tamara Clunis	VPAA	Amarillo College	806-371-5429	ttclunis@actx.edu
	Kim Crowley	Assoc Dean	Amarillo College	806-354-6087	kacrowley@actx.edu
X	Sandra De La Rosa	Advisor	Amarillo College	806-374-5456	s0053236@actx.edu
X	Jessica Hill	CMA Prog Dir	Amarillo College	806-467-3023	jmhill@actx.edu
X	Rogena Morowitz	Student	Amarillo College		r059978@amarillocollege.com
AGENDA ITEM		ACTION DISCUSSION		RESPONSIBILITY	
Welcome & Introductions		Introductions (meeting opened 11:50 am)		Blanca Herrera	
Approval of Minutes		Correction of phone numbers for 2 participants; other than those minor changes, minutes were approved; (Becky Mora 1 st Tonya Schafer 2 nd)		Becky Mora	
Health Science Advisor Report		Students are in process of enrolling currently; the new systems allows a student to map their classes all the way through graduation; application is open and applicants are currently being accepted for Fall; deadline is May 31 st .		Javier Herrera	
Student Report		The student stated that A&P is too much to learn in 8 wks - 8 wk courses are good but that is a lot of information; she like the hybrid classes best.		Rogena Morowitz	

Program Director Report	<p>Goal of 70% by 2020 is a college wide initiative. MDS Program students enrolled and on track to meet that goal, however A&P knocks some of the students off schedule. Most MDS students work part time, have children, families etc.; There is now mandatory tutoring for students that fall below certain grades. It is best for students to go full time in order to finish successfully; Medical terminology attrition is a discussion topic – students have issues on how to drop a class. This causes issues and increases the IDS data. Discussion topic of an app Remind – allows students to communicate with instructors without sharing a phone number – the student signs up with their email address and communicates inside the app.</p> <p>Supplemental resources are available, i.e. tutoring lab; Ms. Massie stated that a curriculum change is being requested –</p> <p>POFT 1301 Bus English / BMGT 1305 Communications in Mgmt</p> <p>POFT 1301 Business English will no longer to be taught as of Fall 2018. Researching for a course that would fill the vacancy in the Medical Data Specialist curriculum, BMGT 1305 Communications in Management was discovered which will be a good fit for the MDS program. Content as well as the course offering times & availability of this course were discussed among the advisory board members with the positive conclusion. Ms. Massie stated that the course will be offered Fall, Fall II, Spring, Spring II and Summer semesters in all formats (day, evening, online) and in an 8 week format. A motion was made and seconded to add the BMGT 1305 to the MDS curriculum. Motion to accept the change for curriculum (Melody Purdy 1st Megan Hillary 2nd)</p> <p>Potential of a future course – Medical Scribe with a minimum of a high school diploma, college degree preferred, computer typing, medical terminology Various dr offices use scribes;</p> <p>Most employers are needing and requiring medical coders to be certified. Students are encouraged to apply for one of the National Certification Exams after graduation. Employers usually give an employee 1 year to become certified in medical coding.</p>	Judy Massie
Affiliation Reports	<p>AOMS can/will take students</p> <p>High Plains Rehab will be able to accept students</p>	Affiliations
Continuing Education	<p>Stated information about the Small Business grant – Jennifer Stanley NWTH; businesses less than 100 employees/ that are not tax supported – employees may be covered for \$900 if they have worked there longer or \$1800 if they have been employed less than 1 yr.</p>	Kim Crowley
Perkins Representative	Not present	

VPAA	Dr. Clunis stated that advisory committees are changing, new standards – they previously have been this is what AC is doing, it will begin to be more about what theses affiliation agencies will need Amarillo College to do for them.	
Dean of Health Sciences	Mark Rowh is retiring the end of Jan 2019; appreciated every agency there for supporting the program.	
Adjournment	1:15pm (Ashley 1 st JoAnn 2 nd)	
Date: 3-6-19	Executive Secretary Signature: Sherrie Buss by Janet Barton	Next Meeting: 4-26-19