

Commission on Accreditation for Health Informatics and Information Management Education

December 5, 2019

Carter File, PhD
President
Hutchinson Community College
1300 North Plum
Hutchinson, KS 67501

Dear President File:

The Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) is pleased to inform you of its vote on **November 21, 2019** to award **Continuing Accreditation** to the Health Information Management Associate Degree program at Hutchinson Community College in Hays, KS.

The comprehensive program review conducted by the Health Information Management Accreditation Council and the CAHIIM Board of Directors recognizes the program's substantial compliance with the nationally established *CAHIIM Accreditation Standards*.

Progress Report Requirement: The program must submit a Progress Report that satisfies the remaining Standard deficiencies that resulted from the program review process and that requires the institution's attention in order to achieve full compliance with the Standards. CAHIIM requests that a Progress Report be completed by **June 9, 2020** that documents the manner in which these deficiencies have been resolved and includes evidence of implementation.

The program director will continue to submit this information in the CAHIIM Accreditation System. Failure to submit this report by the due date may place the program on Administrative Probationary Accreditation. An unsatisfactory progress report or a Substantive Change in Program Director during the progress report process may result in a Focused Review of the program.

The Commission recognizes you and your colleagues for your commitment to continuous quality improvement in higher education, as demonstrated by your participation in programmatic accreditation.

Sincerely,



Stuart Speedie, PhD, CAHIIM Chair

Encl: Continuing Accreditation Award Certificate

Cc: Cindy Hoss, EdD, Dean
Bonnie Folkerts, MS, RHIA, Program Director

Standards Partially Met

Standard 24. The Curriculum.

The program must demonstrate that the curriculum meets or exceeds the professional course content as published in the AHIMA HIM entry-level curriculum competencies and knowledge clusters for associate degree programs.

Standard 26. Curriculum Syllabi and Competencies. Instruction must be based on clearly written course syllabi describing entry-level competencies, course objectives, and evaluation methods.

Rationale Statements

Please see curriculum sheet to see subdomains that were not met. There are 21 opened items needing attention in the curriculum. Many of the projects that were submitted since the site visit will meet the requirements of the subdomain once implemented. However, none of the projects that have been submitted include when this project will be introduced into the course. Projects need to be carefully labeled as new entries in the course syllabus (highlight it), and indicate when this revised syllabus will be implemented.

The course syllabi have been revised to include number of points needed to achieve the weighted percent and grade in the class. However, the syllabi do not contain all elements required by CAHIIM specifically the pre and co-requisites are not on the syllabus nor are the course objectives. In addition, add the 21 new curriculum items to the syllabi.

Guidelines for Compliance

For many of the new projects submitted, the content and taxonomy was good, but they need to be implemented into the program. The projects need to be identified in a revised course syllabus. Each project needs to be fully detailed in the course. Be aware that III.G.1 is still Not Met, as what was submitted is off topic. This item still needs revision. Implement course revisions, update syllabi, and highlight new entries in each syllabus affected by subdomain changes. See Board Review of Curriculum for detailed feedback.

Each syllabus should contain the pre or co-requisites for each course, and course objectives, and each revised curriculum item needs to be reflected in a revised syllabus (highlight the items).