

CTE Program Narrative

NAME OF COLLEGE: Bakersfield College

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DATE: 2/1/2017

DIVISION: Allied Health

FACULTY: Ayan Hill

PROGRAM NAME: Health Information Technology

REASON FOR APPROVAL REQUEST (Check One):

- ☒ New Program Proposal
- ☐ Program Revision Proposal (Substantial or TOP Code Changes)
- ☐ Locally Approved

TYPE OF DEGREE:

- ☐ Certificate of Achievement
- ☐ Associate of Arts
- ☒ Associate of Science
- ☐ Associate of Arts for Transfer
- ☐ Associate of Science for Transfer
- ☐ Other

TRANSFER APPLICABILITY: Yes ☒ No ☐

ATTACHMENTS/INFORMATION REQUIRED:

Labor/Job Market Data and Analysis
Advisory Committee Meeting Minutes
List of Advisory Committee Members
Employer Survey, if applicable

1. Statement of Program Goals and Objectives

The proposed Associate of Science in Health Information Technology supports the mission of Bakersfield College by providing the lower division course requirements needed for a student to obtain an Associate of Science degree in Health Information Technology (HEIT) and, upon program accreditation, to become an eligible candidate for the Registered Health Information Technician (RHIT) exam.

Program Student Learning Outcomes:

Upon completion of the Associate of Science in Health Information Technology, the student will be able to:

- Apply the knowledge and skills needed to perform Health Information Technology Associate Degree entry-level competencies as defined by the American Health Information Management Association's (AHIMA) Council for Excellence in Education (CEE).
- Apply the knowledge and skills needed to successfully pass the national Registered Health Information Technician (RHIT) exam.
- Compete in the job market in the field of health information technology or enroll in an advanced degree program.
- Demonstrate the ability to work effectively as an individual and collaboratively in a group to resolve health information challenges in a changing healthcare environment.

Student Selection and Fees:

To begin the program, the student must:

- Complete the Admission Application for Bakersfield College or be an active student.
- Enroll in HEIT courses following the recommended sequence of courses for the HEIT Program.
- Fees students may incur in addition to tuition and textbooks: ~~course enrollment fees:~~
- Virtual Lab software access fee
- Transportation cost to/from professional practice site
- Background check fee, physical, and immunization costs for student's professional practice experience

2. Catalog Description

The Associate of Science in Health Information Technology program prepares students for a career working with health information in a variety of healthcare settings in diverse roles. Health Information Technology professionals perform the essential functions of acquiring, analyzing, maintaining and securing health information vital to providing quality patient care. Health Information Technology graduates are employed in hospitals, clinics, physician's offices, ambulatory care facilities, long term care facilities, home health agencies, consulting firms, and any organization that uses patient data or health information, such as pharmaceutical companies, law and insurance firms, and health product vendors. Upon program accreditation, graduates will be eligible to apply for writing the national examination for certification as a Registered Health Information Technician (RHIT).

3. Program Requirements

Display of Program Requirements

Core Courses	Title	Units
HEIT B10	Introduction to Health Information Technology: Hospital Settings	3
HEIT B11	Introduction to Health Information Technology: Alternative Settings	3
HEIT B12	Pharmacology for the Health Care Professional	3
HEIT B13	Human Disease (BIO B18 & MEDS B60)	3
HEIT B15	Health Statistics	3
HEIT B16	Computer Basics for Health Information Technology	3
HEIT B20	Basic ICD-CM Coding (pre-requisite BIO B18)	4
HEIT B21	Advanced ICD Coding	4
HEIT B22	Current Procedural Terminology (CPT) Coding	3
HEIT B23	Medical Legal Aspects of Health Information	3
HEIT B24	Continuous Quality Improvement	3
HEIT B25	Healthcare Reimbursement	3
HEIT B26	Supervision for the Allied Health Professional	3
HEIT B30	Health Information Technology Directed Practice	4
Total Core Courses: 14		45

In addition to the core courses, the student must take at least 9-14 units from the following courses:

Elective Courses	Title	Units
MEDS B60	Medical Terminology	3
BIO B18 or BIO 32 & 32 or HEIT B60	Essentials of Human Anatomy and Physiology OR Human Form & Function	3-8
COMP B5	Introduction to Microsoft Office	3
Total Elective Courses		9-14

Total GE Total	26-31
Total Units Required for A.S. Degree	80-90

Display of Proposed Sequence

Program Pre-requisites: MEDS B60, BIO 18 OR BIO 32/33 OR HEIT B60, AND COMP B5

Total Units of Program Pre-requisites: 9-14 units

Program Course Sequence:

Semester One (15-20 units)*

Course Title	Semester Units
HEIT B10 Introduction to Health Information Technology: Hospital Settings	3
HEIT B11 Introduction to Health Information Technology: Alternative Settings	3
HEIT B12 Pharmacology for the Health Care Professional	3
HEIT B13 Human Disease (BIO B18 & MEDS B60)	3
Lower Division GE Courses	3

Semester Two (10-16 units)*

Course Title	Semester Units
HEIT B15 Health Statistics	3
HEIT 16 Computer Basics for Health Information Technology	3
HEIT B20 Basic ICD-CM Coding (pre-requisite BIO B18)	4
Lower Division GE Courses	3-6

Semester Three (10-16 units)*

Course Title	Semester Units
HEIT B21 Advanced ICD Coding	4
HEIT B22 Current Procedural Terminology (CPT) Coding	3
HEIT B23 Medical Legal Aspects of Health Information	3
Lower Division GE Courses	3-6

Semester Four (13-14 units)*

Course Title	Semester Units
HEIT B24 Continuous Quality Improvement	3
HEIT B25 Healthcare Reimbursement	3
HEIT B26 Supervision for the Allied Health Professional	3
**HEIT B30 Health Information Technology Directed Practice	4
Lower Division GE Courses	1

*It is recommended that students complete additional GE units prior to entering the program if they choose not to take more than 15 units per semester.

**May be taken in semester three.

Required Program Courses 54-59 units

Required Completion of GE Pattern 26-31 units

TOTAL 80-90 units

First Semester	Units
HEIT B10	3
HEIT B11	3
HEIT B12	3
HEIT B13	3
Total	12

Second Semester	Units
HEIT B15	3
HEIT B16	3
HEIT B20	4
Total	10

Third Semester	Units
HEIT B21	4
HEIT B22	3
HEIT B23	3
Total	10

Fourth Semester	Units
HEIT B24	3
HEIT B25	3
HEIT B26	3
HEIT B30	4
Total	13

4. Master Planning (Background and Rationale)

Program purpose/relevancy for the region:

The Health Information Technology program addresses the growing workforce demand for health information professionals. Since the federally mandated adoption of electronic health records, the needs in the Health Information Management field have dramatically changed. There are approximately 12,000 to 50,000 new jobs anticipated by 2020, and the Bureau of Labor Statistics cites Health Information Technicians as one of the 20 fastest growing occupations in the US.

A degree in Health Information Technology will prepare individuals with the knowledge, skills, and abilities for a career working as a health information professional. Some career options may include Health Data Analyst, Release of Information Specialist, Document Imaging Specialist, ICD/CPT Coder, Data Quality/Integrity Associate, Clinical Documentation Specialist, Health Information Supervisor, or Consultant.

All courses will be offered online making them accessible to working students and those that do not live within a reasonable commute to/from Bakersfield College.

5. Need for Program

a. Enrollment and Completer Projections

Address and justify the number of projected students or “annual completers” to be awarded the certificate each year after the program is fully established.

The proposed start date for the Health Information Technology program is Fall 2017. Only “Semester One” courses will be offered. “Semester Two” courses will be added in addition to “Semester One” courses in fall 2017. “Semester Three” and “Semester Four” courses will be added as the program progresses, until Health Information Technology program courses are offered once every semester. Students may enter the program in the fall semester. It is projected that initially 20-30 students will enroll in and complete the Health Information Technology program.

b. Labor Market Information (LMI)

Summarize the Labor Market Information (LMI) and employment outlook (Including citation for the source of the data) for students exiting the program.

Enter table or chart as a separate attachment.

c. Employer Survey (if applicable)

When strong LMI data is not available, an employer survey may be submitted. Provide a copy of the survey, including the number of those surveyed, number of responses, and a summary of the results. The survey must address the extent to which the proposed degree or certificate will be valued by employers.

6. Place of Program in Curriculum/Similar Programs

Review the college's existing program inventory, then address the following questions:

- *Do any active inventory records need to be made inactive or changed in connection with the approval or the proposed program? If yes, please specify.*
- *Does the program replace any existing program(s) on the college's inventory? Provide relevant details if this program is related to the termination or scaling down of another program(s).*
- *What related programs are offered by the college?*

The college currently does not have a Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) accredited HIM Associate Degree program in place.

7. Similar Programs at Other Colleges in Service Area

List similar programs offered at other colleges within the Central/Mother Lode Region that may be adversely impacted. Enter 'none' if there are no similar programs.

College	Program
City College of San Francisco	San Francisco, CA
Cosumnes River College	Sacramento, CA
Cypress College	Cypress, CA
East Los Angeles College	Monterey Park, CA
Fresno City College	Fresno, CA
San Diego Mesa College	San Diego, CA
Santa Barbara City College	Santa Barbara, CA

Supporting documentation required

Labor Market Information

In a separate attachment, provide current Labor Market Information showing that jobs are available for program completers within the local service area. Statewide or national LMI may be included as supplementary support but evidence of need in the specific college service area or region is also necessary.

List of Members of Advisory Committee

This list must include advisory committee member names, job titles, and affiliations.

Name	Title	Affiliation
Ayan Hill	Program Director/Professor	Bakersfield College
Patti Slaughter, RHIA	HIM Director	HIM Director Consultant
Olivia Campa, MD	Physician	Kaiser Permanente
Safiah Mamoon MS, RHIT, CPC	HIT Program Director/Professor	Saddleback College
Joy Allison	Coding Consultant	N/A

Recommendation of Advisory Committee (Meeting Minutes)

In a separate attachment, provide minutes of the advisory committee meetings at which the program was discussed and approved, with relevant areas highlighted, as well as a summary of the advisory committee recommendations.

Bakersfield College Health Information Technology Advisory Board Meeting:

Date held: 3/23/2017

Members: Ayan Hill, Program Director/Professor; Patti Slaughter, RHIA HIM Director; Olivia Campa, MD, Safiah Mamoon MS, RHIT, CPC HIT Program Director/Professor, Joy Allison Coding Consultant

Ayan Hill, Program Director presented the proposed A.S. Degree in Health Information Technology that will upon approval begin Fall 2017 semester. All 14 course descriptions & sequence of degree were reviewed. Program will 100% online and curriculum has followed CAHIIM guidelines. Each course would be offered once per year and students would be able to start the program each Fall semester. Advisory Board asked why we used the abbreviation of HEIT and not the typical HIT and it was explained that due to Banner (Kern Community College system) we must use a 4 letter abbreviation so our courses will be HEIT just like San Diego Mesa College. The general consensus of the committee was that the online A.S. degree in Health information Technology program allows students the ability to continue their education on a full-time or part-time basis while still preserving a high quality learning environment.

Ayan made a motion to approve the A.S. degree presented. Joy seconded the motion. All were in favor and none opposed.

Occupational Employment Statistics

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Occupational Employment and Wages, May 2015

29-2071 Medical Records and Health Information Technicians

Compile, process, and maintain medical records of hospital and clinic patients in a manner consistent with medical, administrative, ethical, legal, and regulatory requirements of the health care system. Process, maintain, compile, and report patient information for health requirements and standards in a manner consistent with the healthcare industry's numerical coding system. Excludes "File Clerks" (43-4071).

[National estimates for this occupation](#)

[Industry profile for this occupation](#)

[Geographic profile for this occupation](#)

National estimates for this occupation: Top

Employment estimate and mean wage estimates for this occupation:

Employment (1)	Employment RSE (3)	Mean hourly wage	Mean annual wage (2)	Wage RSE (3)
189,930	1.0 %	\$19.44	\$40,430	0.4 %

Percentile wage estimates for this occupation:

Percentile	10%	25%	50% (Median)	75%	90%
Hourly Wage	\$11.63	\$14.01	\$17.84	\$23.32	\$29.52
Annual Wage (2)	\$24,190	\$29,130	\$37,110	\$48,510	\$61,400



Industry profile for this occupation: [Top](#)

Industries with the highest published employment and wages for this occupation are provided. For a list of all industries with employment in this occupation, see the [Create Customized Tables](#) function.

Industries with the highest levels of employment in this occupation:

Industry	Employment (1)	Percent of industry employment	Hourly mean wage	Annual mean wage (2)
General Medical and Surgical Hospitals	66,780	1.27	\$20.71	\$43,080
Offices of Physicians	38,920	1.55	\$16.80	\$34,940
Nursing Care Facilities (Skilled Nursing Facilities)	11,970	0.72	\$18.05	\$37,550
Outpatient Care Centers	7,060	0.96	\$17.97	\$37,370
Management of Companies and Enterprises	6,350	0.28	\$22.13	\$46,030

Industries with the highest concentration of employment in this occupation:

Industry	Employment (1)	Percent of industry employment	Hourly mean wage	Annual mean wage (2)
Offices of Physicians	38,920	1.55	\$16.80	\$34,940
General Medical and Surgical Hospitals	66,780	1.27	\$20.71	\$43,080
Office Administrative Services	5,560	1.21	\$20.10	\$41,800
Specialty (except Psychiatric and Substance Abuse) Hospitals	2,440	0.98	\$20.70	\$43,060

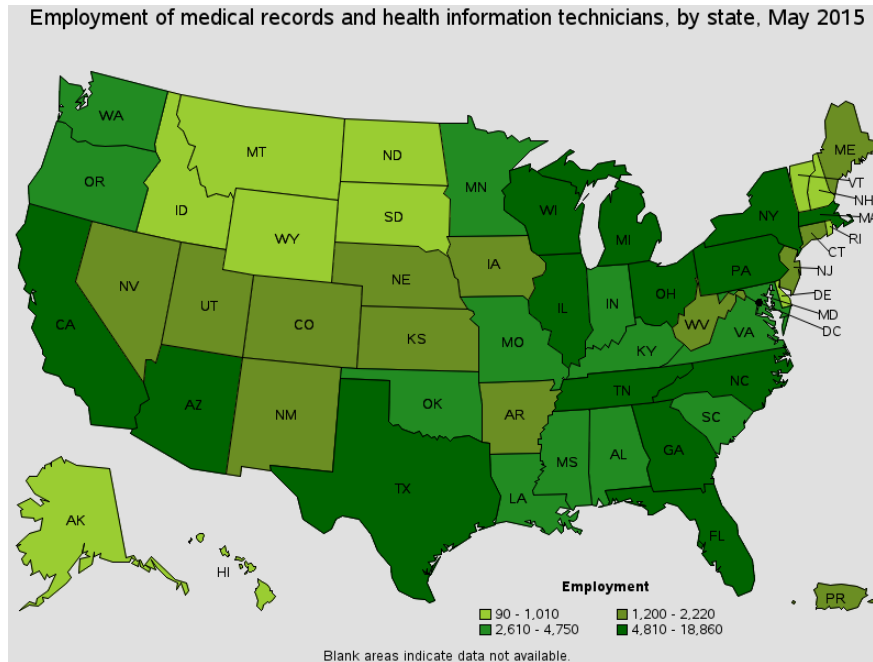
Outpatient Care Centers	7,060	0.96	\$17.97	\$37,370
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Top paying industries for this occupation:

Industry	Employment (1)	Percent of industry employment	Hourly mean wage	Annual mean wage (2)
Other Professional, Scientific, and Technical Services	430	0.07	\$25.45	\$52,940
Computer Systems Design and Related Services	660	0.04	\$25.41	\$52,860
Business, Professional, Labor, Political, and Similar Organizations	90	0.02	\$23.91	\$49,740
Scientific Research and Development Services	710	0.11	\$23.87	\$49,660
Federal Executive Branch (OES Designation)	5,360	0.27	\$22.85	\$47,520

Geographic profile for this occupation: [Top](#)

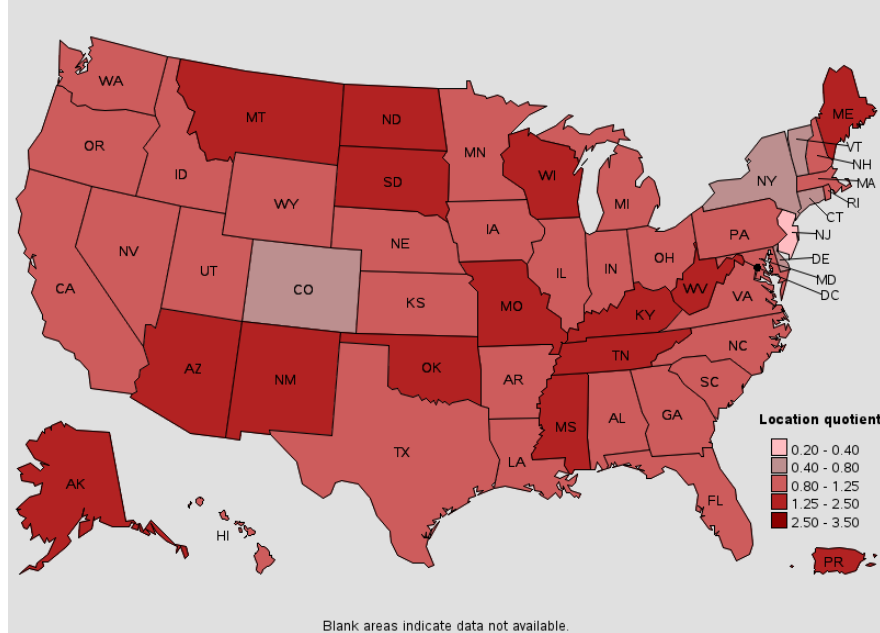
States and areas with the highest published employment, location quotients, and wages for this occupation are provided. For a list of all areas with employment in this occupation, see the [Create Customized Tables](#) function.



States with the highest employment level in this occupation:

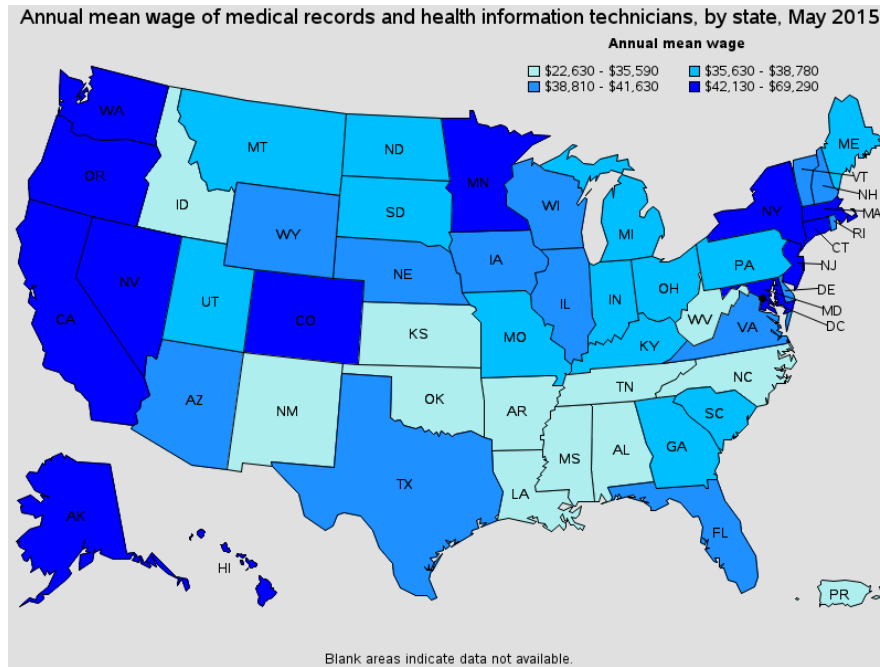
State	Employment (1)	Employment per thousand jobs	Location quotient (9)	Hourly mean wage	Annual mean wage (2)
California	18,860	1.22	0.88	\$23.36	\$48,590
Texas	16,730	1.45	1.05	\$18.66	\$38,810
Florida	9,800	1.24	0.90	\$19.15	\$39,830
Ohio	8,810	1.67	1.21	\$18.46	\$38,400
New York	8,680	0.97	0.70	\$21.00	\$43,680

Location quotient of medical records and health information technicians, by state, May 2015



States with the highest concentration of jobs and location quotients in this occupation:

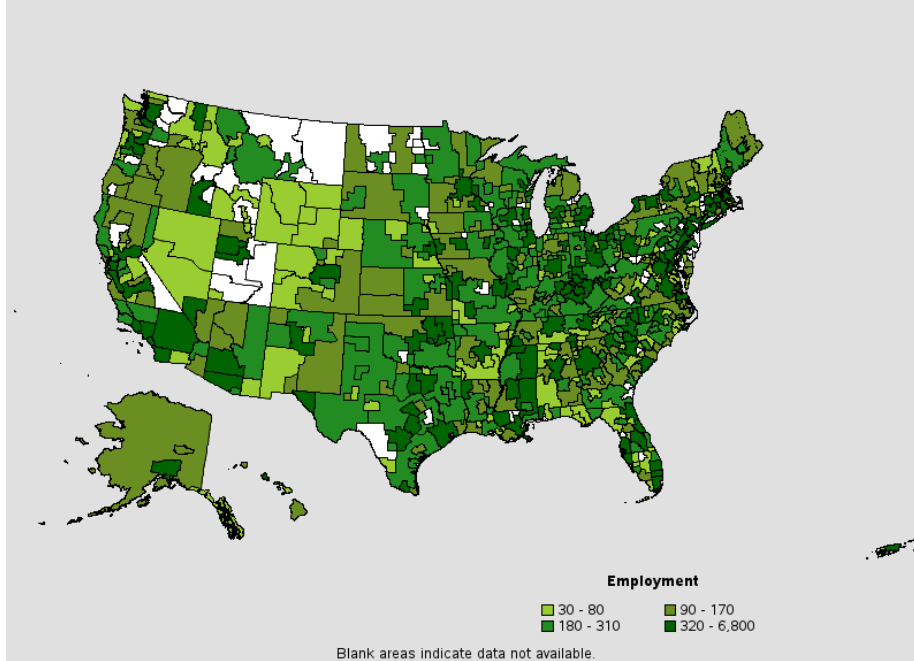
State	Employment (1)	Employment per thousand jobs	Location quotient (9)	Hourly mean wage	Annual mean wage (2)
Kentucky	4,740	2.58	1.87	\$17.31	\$36,010
South Dakota	1,010	2.44	1.77	\$18.21	\$37,870
Oklahoma	3,830	2.40	1.74	\$16.46	\$34,240
Mississippi	2,610	2.36	1.71	\$14.76	\$30,700
Montana	970	2.17	1.58	\$17.13	\$35,630



Top paying States for this occupation:

State	Employment (1)	Employment per thousand jobs	Location quotient (9)	Hourly mean wage	Annual mean wage (2)
District of Columbia	610	0.90	0.65	\$33.31	\$69,290
New Jersey	1,630	0.42	0.30	\$29.00	\$60,310
Alaska	710	2.17	1.57	\$25.02	\$52,040
California	18,860	1.22	0.88	\$23.36	\$48,590
Maryland	3,890	1.50	1.09	\$23.04	\$47,930

Employment of medical records and health information technicians, by area, May 2015

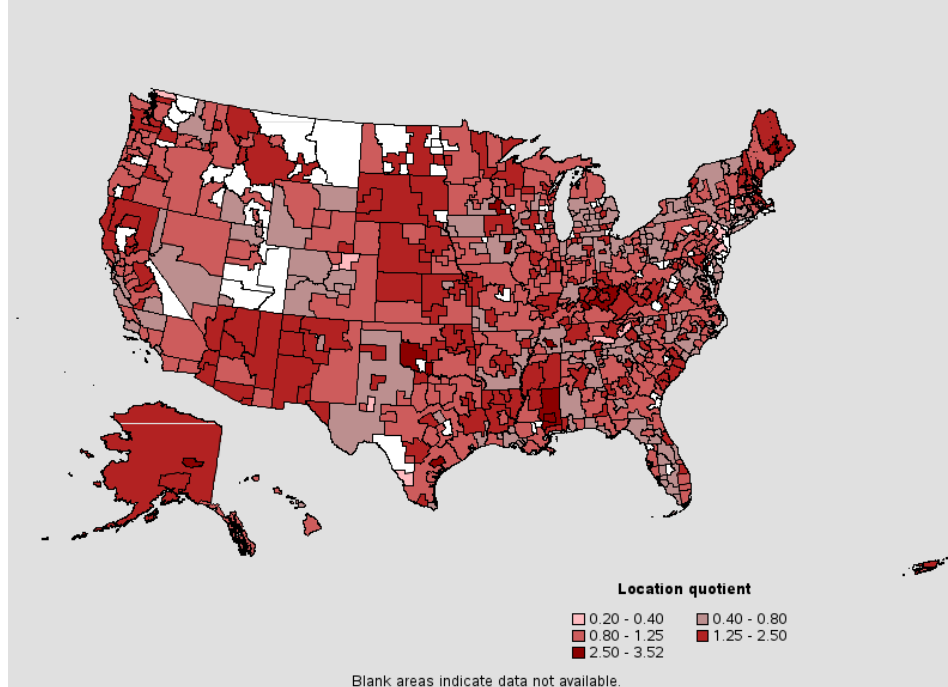


Metropolitan areas with the highest employment level in this occupation:

Metropolitan area	Employment (1)	Employment per thousand jobs	Location quotient (9)	Hourly mean wage	Annual mean wage (2)
Los Angeles-Long Beach-Glendale, CA Metropolitan Division	5,210	1.27	0.92	\$22.76	\$47,330

<u>New York-Jersey City-White Plains, NY-NJ Metropolitan Division</u>	4,620	0.71	0.52	\$23.53	\$48,950
<u>Chicago-Naperville-Arlington Heights, IL Metropolitan Division</u>	4,470	1.25	0.91	\$20.77	\$43,190
<u>Houston-The Woodlands-Sugar Land, TX</u>	4,000	1.37	0.99	\$20.08	\$41,760
<u>Boston-Cambridge-Newton, MA NECTA Division</u>	3,140	1.79	1.30	\$23.39	\$48,650
<u>Phoenix-Mesa-Scottsdale, AZ</u>	3,130	1.67	1.21	\$20.43	\$42,500
<u>Cincinnati, OH-KY-IN</u>	3,060	2.98	2.16	\$20.75	\$43,150
<u>Atlanta-Sandy Springs-Roswell, GA</u>	2,850	1.15	0.83	\$18.61	\$38,720
<u>Dallas-Plano-Irving, TX Metropolitan Division</u>	2,800	1.20	0.87	\$21.88	\$45,510
<u>Baltimore-Columbia-Towson, MD</u>	2,630	2.00	1.45	\$23.01	\$47,870

Location quotient of medical records and health information technicians, by area, May 2015

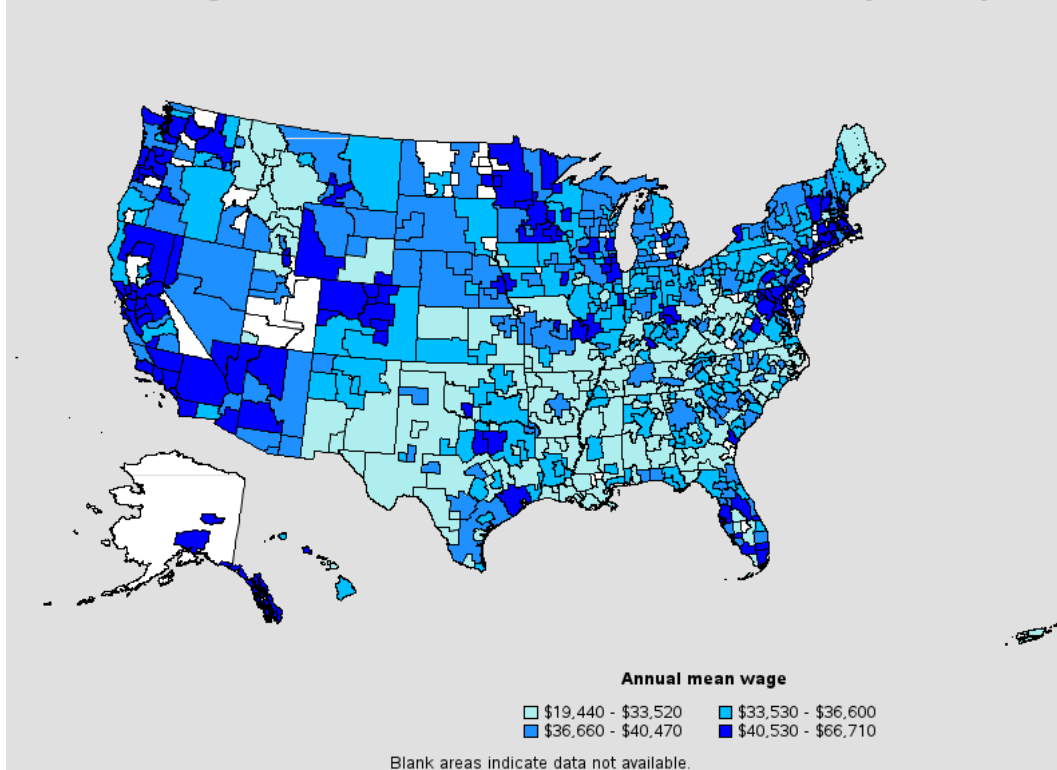


Metropolitan areas with the highest concentration of jobs and location quotients in this occupation:

Metropolitan area	Employment (1)	Employment per thousand jobs	Location quotient (9)	Hourly mean wage	Annual mean wage (2)
Rochester, MN	540	4.84	3.52	\$23.73	\$49,350
Iowa City, IA	400	4.46	3.24	\$22.53	\$46,850
Elizabethtown-Fort Knox, KY	230	4.41	3.20	\$20.58	\$42,810

<u>Hattiesburg, MS</u>	240	4.13	3.00	\$16.55	\$34,420
<u>Victoria, TX</u>	170	4.12	2.99	\$16.22	\$33,730
<u>Jackson, TN</u>	250	3.98	2.89	\$15.27	\$31,760
<u>Bangor, ME</u>	230	3.68	2.67	\$15.96	\$33,200
<u>Fairbanks, AK</u>	130	3.50	2.54	\$23.05	\$47,950
<u>Springfield, IL</u>	350	3.30	2.40	\$16.54	\$34,400
<u>Billings, MT</u>	270	3.19	2.31	\$20.19	\$41,990

Annual mean wage of medical records and health information technicians, by area, May 2015



Top paying metropolitan areas for this occupation:

Metropolitan area	Employment (1)	Employment per thousand jobs	Location quotient (9)	Hourly mean wage	Annual mean wage (2)
Newark, NJ-PA Metropolitan Division	550	0.48	0.35	\$32.07	\$66,710

San Jose-Sunnyvale-Santa Clara, CA	690	0.68	0.49	\$29.94	\$62,270
Oakland-Hayward-Berkeley, CA Metropolitan Division	1,360	1.29	0.94	\$28.29	\$58,830
San Francisco-Redwood City-South San Francisco, CA Metropolitan Division	900	0.89	0.64	\$26.68	\$55,480
Silver Spring-Frederick-Rockville, MD Metropolitan Division	680	1.18	0.85	\$26.32	\$54,740
Vallejo-Fairfield, CA	180	1.48	1.07	\$25.58	\$53,200
Napa, CA	60	0.85	0.61	\$25.54	\$53,130
Washington-Arlington-Alexandria, DC-VA-MD-WV Metropolitan Division	1,970	0.81	0.59	\$25.49	\$53,030
New Bedford, MA	150	2.39	1.73	\$25.39	\$52,810
Denver-Aurora-Lakewood, CO	1,250	0.91	0.66	\$25.17	\$52,360

Nonmetropolitan areas with the highest employment in this occupation:

Nonmetropolitan area	Employment (1)	Employment per thousand jobs	Location quotient (9)	Hourly mean wage	Annual mean wage (2)
Central Kentucky nonmetropolitan area	640	3.58	2.60	\$16.76	\$34,860

Northeast Mississippi nonmetropolitan area	560	2.51	1.82	\$12.57	\$26,140
Southeast Mississippi nonmetropolitan area	560	3.63	2.63	\$13.73	\$28,550
North Northeastern Ohio non-metropolitan area (non-contiguous)	350	1.07	0.78	\$16.50	\$34,310
Northeast Oklahoma nonmetropolitan area	330	2.84	2.06	\$15.06	\$31,330

Nonmetropolitan areas with the highest concentration of jobs and location quotients in this occupation:

Nonmetropolitan area	Employment (1)	Employment per thousand jobs	Location quotient (9)	Hourly mean wage	Annual mean wage (2)
Southwest Oklahoma nonmetropolitan area	270	4.00	2.90	\$14.87	\$30,930
Southeast Mississippi nonmetropolitan area	560	3.63	2.63	\$13.73	\$28,550
Central Kentucky nonmetropolitan area	640	3.58	2.60	\$16.76	\$34,860
North and West Central New Mexico nonmetropolitan area	210	3.37	2.45	\$17.05	\$35,460
Arizona nonmetropolitan area	300	3.23	2.35	\$19.07	\$39,670

Top paying nonmetropolitan areas for this occupation:

Nonmetropolitan area	Employment (1)	Employment per thousand jobs	Location quotient (9)	Hourly mean wage	Annual mean wage (2)
North Coast Oregon nonmetropolitan area	70	1.67	1.21	\$23.26	\$48,390
Southeast Alaska nonmetropolitan area	50	1.26	0.92	\$23.07	\$47,990
Northern Mountains Region of California nonmetropolitan area	140	2.19	1.59	\$21.53	\$44,790
West Central New Hampshire nonmetropolitan area	150	2.33	1.69	\$21.34	\$44,390
Northwest Colorado nonmetropolitan area	70	0.64	0.47	\$21.17	\$44,030

[About May 2015 National, State, Metropolitan, and Nonmetropolitan Area Occupational Employment and Wage Estimates](#)

These estimates are calculated with data collected from employers in all industry sectors, all metropolitan and nonmetropolitan areas, and all states and the District of Columbia. The top employment and wage figures are provided above. The complete list is available in the [downloadable XLS files](#).

The percentile wage estimate is the value of a wage below which a certain percent of workers fall. The median wage is the 50th percentile wage estimate--50 percent of workers earn less than the median and 50 percent of workers earn more than the median. [More about percentile wages](#).

(1) Estimates for detailed occupations do not sum to the totals because the totals include occupations not shown separately. Estimates do not include self-employed workers.

(2) Annual wages have been calculated by multiplying the hourly mean wage by a "year-round, full-time" hours figure of 2,080 hours; for those occupations where there is not an hourly wage published, the annual wage has been directly calculated from the reported survey data.

(3) The relative standard error (RSE) is a measure of the reliability of a survey statistic. The smaller the relative standard error, the more precise the estimate.

(9) The location quotient is the ratio of the area concentration of occupational employment to the national average concentration. A location quotient greater than one indicates the occupation has a higher share of employment than average, and a location quotient less than one indicates the occupation is less prevalent in the area than average.

Other OES estimates and related information:

[May 2015 National Occupational Employment and Wage Estimates](#)

[May 2015 State Occupational Employment and Wage Estimates](#)

[May 2015 Metropolitan and Nonmetropolitan Area Occupational Employment and Wage Estimates](#)

[May 2015 National Industry-Specific Occupational Employment and Wage Estimates](#)

[May 2015 Occupation Profiles](#)

[Technical Notes](#)

Last Modified Date: March 30, 2016

[OES](#) 

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