CAHIIM®

Annual Program Assessment Report

Program: St. Petersburg College
Reporting Period: 8/1/2020 - 7/31/2021
Submitted On: 4/22/2022
Approved On: N/A

Profile

GENERAL

Program Name:	St. Petersburg College
EPC:	HA529
Program Level:	Associate
Institution Name:	St. Petersburg College
Mailing Address:	7200 66th Street North , Pinellas Park, FL 33781
Phone:	(727) 341-3623
Website:	https://www.spcollege.edu/future-students/degrees-training/health-sciences-and-veterinary-technology/health-information-technology/health-information-technology-as-degree

INSTITUTION

Type:	Public
Department:	Allied Health
Academic Calendar:	Semester
Highest Degree:	Baccalaureate
Content Delivery:	Online

PROGRAM DIRECTOR

Name:	Sheila Newberry, PhD, RHIT, Interim Program Director
Title:	Acting Program Director
Mailing Address:	7200 66th Street North Caruth Health Education Center, Pinellas Park, FL 33781
Phone:	(727) 341-3623
Email:	newberry.sheila@spcollege.edu

PROGRAM DEAN

Name:	Deanna Stentiford, EdS, RDH
Title:	Dean of Health Sciences
Mailing Address:	St. Petersburg College, Health Education Center 7200 66th Street North, Pinellas Park, FL 33781
Phone:	(727) 341-4150
Email:	stentiford.deanna@spcollege.edu

INSTITUTION CEO/PRESIDENT

Name:	Tonjua Williams, Ph.D
Title:	President

INSTITUTION CEO/PRESIDENT

Mailing Address:	St. Petersburg College- President's Office P.O. Box 13489, St. Petersburg, FL 33733
Phone:	(727) 341-3241
Email:	williams.tonjua@spcollege.edu

DIRECTOR OF INSTITUTIONAL EFFECTIVENESS

Name:	Magaly Tymms, Ma
Title:	Director Of Institutional Effectiveness, Academic Effectiveness And Assessment
Mailing Address:	14025 58th Street North, Clearwater, FL 33760
Phone:	(727) 341-3195
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SUBSTANTIVE CHANGES

None

Curriculum

GENERAL

Does the program provide experiences for students to gain an understanding of, and to interact with, a variety of healthcare professionals and organizations?:	Yes
Experience description:	In Professional Practice I, HIM 1800, students are required to interview HIM professionals in a variety of healthcare settings. In Professional Practice Experience III, HIM 2820, students ae placed on-site at a local healthcare organization to gain a better understanding of HIM processes and to interact with HIM professionals.
Does the professional practice experience have at minimum 40 contact hours?:	Yes
Professional practice experience and contact hours description:	The Professional Practice III, HIM 2820, requires students to earn 80 contact hours to graduate.
Number of credit hours needed to complete the program:	80

COURSES

Course	Credit Hrs	PPE Hrs
BSC 1084C: Essentials of Anatomy and Physiology (Fall, Spring, Summer)	4	0
CGS 1100: Introduction To Computer Applications (Fall, Spring, Summer)	3	0
ENC 1101: Composition I (Fall, Spring, Summer)	3	0
HIM 1005: Healthcare Informatics Project Management (Summer)	2	0
HIM 1101: Introductions To Him Standards And Practice (Fall, Spring)	3	0

Course	Credit Hrs	PPE Hrs
HIM 1140: Intro To Pharmacology & Pathophysiology For Him Professionals (Fall, Spring)	3	0
HIM 1506: HIM Compliance (Spring)	1	0
HIM 1511: Introduction To Healthcare Informatics And Workflow (Fall, Spring)	3	0
HIM 1800: Professional Practice Experience I (Fall, Spring)	3	0
HIM 2012: Health Law Concepts And Practice (Fall, Spring, Summer)	2	0
HIM 2201: Healthcare Statistics And Analytics (Fall, Spring)	3	0
HIM 2223: Introduction to Coding and Reimbursement (Fall, Spring, Summer)	2	0
HIM 2229: Introduction To ICD-CM Coding (Fall, Spring)	3	0
HIM 2253: Basic CPT Coding (Fall, Spring)	3	0
HIM 2500: Organization And Supervision (Summer)	2	0
HIM 2510: Quality And Performance Improvement (Fall, Spring)	2	0
HIM 2652: Electronic Health/Medical Record Systems (Fall, Spring, Summer)	2	0
HIM 2723: ICD-PCS Coding (Fall, Spring)	3	0
HIM 2810: Professional Practice Experience II (Fall, Spring)	3	0
HIM 2820: Professional Practice Experience III (Fall, Spring)	2	80
HIM 2960: Credentialing Exam Review (Fall, Spring)	1	0
HSC 1531: Medical Terminology (Fall, Spring, Summer)	2	0
MGF 1107: Mathematics For Liberal Arts II (Fall, Spring, Summer)	3	0
PHI 1600: Studies In Applied Ethics (Fall, Spring, Summer)	3	0
PSY 1012: General Psychology (Fall, Spring, Summer)	3	0
REL 2300: World Religions (Fall, Spring, Summer)	3	0
SPC 1017: Introduction To Speech Communication (Fall, Spring, Summer)	3	0

Faculty

GENERAL

Do any faculty members teach in other programs?: Yes
How many?: 6
Description of programs: Kengia Sabree, Sheila Newberry, and Cortnie Simmons teach supplemental classes for upper level Health Services Administration.

Michelle Manias teaches for lower division Health Sciences.

Lisa Leonard teaches for Natural Sciences.

Anna Neuzil teaches for lover division Nursing.

GENERAL

Does the program director get release time?:	Yes
Description of program director release time:	The program director gets 6 ECH of release time for administrative duties.
Do the faculty members get release time?:	No

FACULTY MEMBERS

Name	Status	Rank	Highest Degree	Courses
Anna Neuzil, MSN	Adjunct	Professor	Masters	HIM 1140: Intro To Pharmacology & Pathophysiology For Him Professionals (Fall, Spring); HSC 1531: Medical Terminology (Fall, Spring, Summer);
Cherelle Aguigui, RHIA	Adjunct	Instructor	Masters	HIM 2223: Introduction to Coding and Reimbursement (Fall, Spring, Summer); HIM 2960: Credentialing Exam Review (Fall, Spring);
Cortnie Simmons, RHIA, CCS, CDIP, PMP	Adjunct	Instructor	Masters	HIM 1005: Healthcare Informatics Project Management (Summer); HIM 2229: Introduction To ICD-CM Coding (Fall, Spring); HIM 2723: ICD-PCS Coding (Fall, Spring);
Damarie Nix, JD, RHIA, CHPS	Adjunct	Instructor	PhD	HIM 1005: Healthcare Informatics Project Management (Summer); HIM 2012: Health Law Concepts And Practice (Fall, Spring, Summer); HIM 2223: Introduction to Coding and Reimbursement (Fall, Spring, Summer); HIM 2500: Organization And Supervision (Summer); HIM 2510: Quality And Performance Improvement (Fall, Spring);
Deborah Mccarron, RHIA, CCS, CCS-P	Adjunct	Instructor	Baccalaureate	HIM 2253: Basic CPT Coding (Fall, Spring); HIM 2810: Professional Practice Experience II (Fall, Spring);
Denise Fonzo, RHIT	Adjunct	Instructor	Associate	HSC 1531: Medical Terminology (Fall, Spring, Summer);
George Fisher, RHIA, CPC, CHTS-PW	Adjunct	Instructor	Masters	HIM 2253: Basic CPT Coding (Fall, Spring); HIM 2652: Electronic Health/Medical Record Systems (Fall, Spring, Summer); HIM 2810: Professional Practice Experience II (Fall, Spring); HIM 2960: Credentialing Exam Review (Fall, Spring);
James Pfeiffer, CCS, CPC	Adjunct	Instructor	Masters	HIM 2223: Introduction to Coding and Reimbursement (Fall, Spring, Summer); HIM 2723: ICD-PCS Coding (Fall, Spring);
Joan Warner, RHIT, CCS, CPC	Adjunct	Instructor	Masters	HIM 2229: Introduction To ICD-CM Coding (Fall, Spring);

Name	Status	Rank	Highest Degree	Courses
Kengia Sabree, RHIA, CCA	Full Time	Professor	Masters	HIM 1511: Introduction To Healthcare Informatics And Workflow (Fall, Spring); HIM 1800: Professional Practice Experience I (Fall, Spring); HIM 2723: ICD-PCS Coding (Fall, Spring); HIM 2820: Professional Practice Experience III (Fall, Spring);
Kimberley Holloway, JD, RHIA	Adjunct	Instructor	PhD	HIM 2012: Health Law Concepts And Practice (Fall, Spring, Summer);
Linda Taylor, RHIA	Adjunct	Instructor	Masters	HIM 2223: Introduction to Coding and Reimbursement (Fall, Spring, Summer);
Lisa Leonard, D.C.	Adjunct	Instructor	PhD	BSC 1084C: Essentials of Anatomy and Physiology (Fall, Spring, Summer); HSC 1531: Medical Terminology (Fall, Spring, Summer);
Michelle Manias, MSN, OCN	Adjunct	Instructor	Masters	HIM 1140: Intro To Pharmacology & Pathophysiology For Him Professionals (Fall, Spring); HSC 1531: Medical Terminology (Fall, Spring, Summer);
Raeanna Bonetti, RHIA	Adjunct	Instructor	Masters	HIM 1101: Introductions To Him Standards And Practice (Fall, Spring); HIM 2652: Electronic Health/Medical Record Systems (Fall, Spring, Summer); HIM 2960: Credentialing Exam Review (Fall, Spring);
Robert Stanley, EMS	Adjunct	Instructor	Masters	HSC 1531: Medical Terminology (Fall, Spring, Summer);
Sabrina Robinson, ARNP	Adjunct	Instructor	PhD	HSC 1531: Medical Terminology (Fall, Spring, Summer);
Sheila Newberry, RHIT	Full Time	Professor	PhD	HIM 1511: Introduction To Healthcare Informatics And Workflow (Fall, Spring); HIM 2201: Healthcare Statistics And Analytics (Fall, Spring); HIM 2223: Introduction to Coding and Reimbursement (Fall, Spring, Summer); HIM 2500: Organization And Supervision (Summer); HIM 2510: Quality And Performance Improvement (Fall, Spring); HIM 2652: Electronic Health/Medical Record Systems (Fall, Spring, Summer); HIM 2960: Credentialing Exam Review (Fall, Spring); HSC 1531: Medical Terminology (Fall, Spring, Summer);

Name	Status	Rank	Highest Degree	Courses
Shirley Collar, RHIA	Adjunct	Professor	PhD	HIM 1101: Introductions To Him Standards And Practice (Fall, Spring); HIM 1800: Professional Practice Experience I (Fall, Spring); HIM 2012: Health Law Concepts And Practice (Fall, Spring, Summer); HIM 2223: Introduction to Coding and Reimbursement (Fall, Spring, Summer); HIM 2500: Organization And Supervision (Summer); HIM 2510: Quality And Performance Improvement (Fall, Spring); HIM 2652: Electronic Health/Medical Record Systems (Fall, Spring, Summer);
Steven Smith, CPC	Adjunct	Instructor	Masters	HIM 2253: Basic CPT Coding (Fall, Spring);
Veronica Mccoy, MSHI, RHIA	Adjunct	Instructor	Masters	HIM 2652: Electronic Health/Medical Record Systems (Fall, Spring, Summer);

Admission Enrollment

ADMISSION ENROLLMENT

Enrollments received:	167
Enrollments accepted:	115
Acceptance rate:	68.86%
Enrollments accepted and enrolled:	115
Enrollments accepted and enrolled rate:	100.00%
Do the program require entrance exam scores?:	Yes
Description of entrance exam/s required:	For placement purposes, the college requires students to provide SAT/ACT scores, or take the College Placement Test (CPT), if they do not have ACT or SAT results to confirm that they are on the college level for reading, writing, and math.
Does the program have rolling admissions?:	Yes

ENROLLMENT DETAILS

Does the program have HIM students from other campuses enrolled in HIM courses?:	No
Does the program participate in a highschool dual enrollment program?:	Yes
HIM specific courses taught in the dual enrollment prgram:	HSC 1531 - Medical Terminology

	Seated	Online
Average class size	21	30
Max enrollment allowed per course	25	30

ENROLLMENT DISTRIBUTION

	Full Time	Part Time	Total	% of Total
Students	19	192	211	100.00%
Graduates	4	40	44	20.85%
Attrition	3	17	20	9.48%
Progression	12	135	147	69.67%

ATTRITION DISTRIBUTION

	Full Time	Part Time
Academic reasons	0	0
Non-academic reasons	1	8
Unknown reasons	2	9

Comments
It seems the most common reason for attrition is personal reasons.

GRADUATE PROGRESSION DISTRIBUTION

	Full Time	Part Time
Average number of months to complete the program	24	36
How many students graduated within the average number of months of completion?	1	30
Completion rate	2.27%	68.18%

PROGRAM OUTCOMES

Is outcome data collectedfor your program?:   No

GRADUATE DIVERSITY

GENDER
Female: 37
Male: 7
Other gender identity: 0

ETHNICITY
Hispanic: 6
Non-Hispanic: 38

RACE
American Indian or Alaska Native: 0
Asian: 1
Black or African-American: 9

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RACE

Native Hawaiian or other Pacific Islander:	0
White or Caucasian:	27
Other:	4
Unknown race:	3

GRADUATE DISTRIBUTION

Employed within one year:	10
Already employed in health care profession:	4
Already employed in non-health care profession:	2
Employed in health care:	3
Employed in non-health care:	1
Pursuing further education:	3
Not seeking employment or further education:	0
Unknown:	31

GRADUATE SURVEY

Contacted:	19
Responded:	9
Satisfied:	7
Analysis:	Provide more interactive options in the online classes. Desire for an SPC Bachelor's program in HIM. More involvement with AAPC and their credentialing.

PROGRAM OUTREACH

HOW DOES THE PROGRAM GET FEEDBACK ABOUT ITS GRADUATES AND THE PROGRAM ITSELF?

Employer survey:	Yes
Advisory committee:	Yes
Professionals:	No
Intern/Capstone / Professional Practice site managers or supervisors:	Yes
Other:	Yes
Description of other feedback:	Annual employee surveys and comments from the supervisors of the student's internship experience.
If yes to any, describe how the information is or will be used and indicate when the feedback was provided:	The information is shared with faculty and the HIT Advisory Committee. We use their analysis of the information to determine whether curriculum needs to be reviewed, guest speakers provided, etc.
If no to all, describe what feedback outreach method the program does use. If no outreach, describe why.:	

Certification

GENERAL

Certification:	RHIT
Exam Period:	8/1/2020 - 7/31/2021
Total number of first time test takers:	28
Total number of first time test takers that passed:	21
Total number of first time test takers that failed:	7
Pass rate:	75.00%
Fail rate:	25.00%
Total %:	100.00%

Comments
The success rate for this year is a huge improvement from last year's statistics:
It was 58.33% for 8/1/2019 - 7/31/2020.
This year was 75%, an increase of 16.67%.

Goals

CURRICULUM

Description:	The program's mission and goals are outcome-focused and relevant to the mission of the sponsoring educational institution. The program must assess the appropriateness and effectiveness of the curriculum, with the results of the program assessment used as the basis for ongoing planning and program improvement.
Measured target outcome:	The program curriculum will be assessed 100% for appropriateness and effectiveness. This will be accomplished by utilizing the institution's Comprehensive Academic Program Review (CAPR) and Viability Reports, analysis of the 2018 CAHIIM Standards, and the program's community of interest.
Steps to achieve:	The Online Revitalization program is a review of the curriculum's content, textbook, relevancy, and interactivity. The course is evaluated and designed with a faculty (subject-matter) expert, and a graphic designer that is assigned to enhance the appearance of the online course.
Results/Analysis/Actions:	Changes were made to the curriculum effective Fall 2020, to accommodate the new 2018 Standards. Courses were updated to reflect changes reflective of the updated standards. Some were designed through the college's Online Revitalization Program.
Person responsible:	Program Director, selected faculty member, and graphic designer
Time frame:	Annually, the revitalization process for each class is approximately 4-6 months.

FACULTY DEVELOPMENT

Description:	The program will provide a plan for faculty that establishes or assesses the knowledge, skills, qualifications, and experience pertinent to the professional curriculum content that they are assigned to teach. This includes efforts to keep current in health information management and/or other

FACULTY DEVELOPMENT

	relevant professional content and practice, as well as other components of advanced formal education.
Measured target outcome:	The knowledge, skills, qualifications, and experience of each faculty member will be evaluated to ensure that their attributes are pertinent to the curriculum content that they are assigned. Their effectiveness will be assessed at an 85% success rate.
Steps to achieve:	Successful completion of Faculty 180, a digital portfolio that captures faculty evaluations, classroom observations, and the Student Survey of Instruction (SSI) data. It is a self-evaluation that is reviewed by the HIT program director and/or Dean of the College of Health Sciences.

AHIMA credentials must be renewed and reported to the department. Funding and professional development opportunities are available to full-time faculty. Adjunct faculty are invited to attend professional development opportunities sponsored by the college. However, adjuncts are responsible for obtaining education outside of what the college provides.

During this time frame, faculty were also encouraged to complete two courses (one in Spring and one in Fall) offered by CAHIIM through their Accreditation Training Series (CATS). |
Results/Analysis/Actions:	Faculty wee assessed and 98% possessed the knowledge, skills, qualifications, and experience pertinent to the professional curriculum content that they were assigned to teach.
Person responsible:	Program Director, Dean
Time frame:	Annually

STUDENTS AND GRADUATES

Description:	The program will provide assurance that the educational needs of students are met and that graduates demonstrate at least the AHIMA entry-level curriculum competencies.
Measured target outcome:	The program will assure that the educational needs of the students are met and that graduates demonstrate the AHIMA entry-level competencies by achieving at least a 70% pass-rate on the first attempt of the Registered Health Information Technician (RHIT) exam.
Steps to achieve:	Students are required to take class, HIM 2960 - Credentialing Exam Review. It is a class that is taken at the end of the program to review for the national RHIT exam. Students are also encouraged to attend an on-site/or most recently, a virtual exam preparation workshop that is offered by the SPC testing center and the HIT department.
Results/Analysis/Actions:	Based on the annual report received from CAHIIM, the program's success rate results will define whether students have successfully met this goal. This year we did meet our goal, with an average of 75%.
Person responsible:	Program Director, Exam Prep Coordinators
Time frame:	Semi-Annually, Spring/Summer and Fall/Winter

ADVISORY COMMITTEE OR COMMUNITIES OF PRACTICE

Description:	The Advisory Committee
The Advisory Committee will assist program faculty and sponsoring educational institution personnel with the development and revision of program goals and

ADVISORY COMMITTEE OR COMMUNITIES OF PRACTICE

curriculum, monitoring program needs and expectations, and ensuring program responsiveness to change.
Or
Communities of Practice
The program must indicate how it assesses and responds to the needs of its communities of practice, demonstrating how it translates those needs into an educated, competent workforce, and how the program inspires and supports its communities of practice.

Measured target outcome: The HIT Advisory Committee meets at least semi-annually with at least five industry experts, one student, one adjunct instructor, one full-time faculty member, the HIT Program Director, and various assigned members from the college. The committee meets to thoroughly review program goals, outcomes, accomplishments, and discuss program needs, expectations, and recommendations for change.

Steps to achieve: The HIT Program Director (PD) will contact last year's members to see if they are willing to serve on the committee for another year. The PD will also work to recruit new HIM professionals to serve as members of the committee for 2022-2023. Those who agree, must complete an online application via the college website. Besides the Spring meeting, the PD will invite the members to attend our second meeting in the Fall. Additional meetings can be scheduled, if needed.

Results/Analysis/Actions: The HIT Advisory Committee meetings for the past year were held via Zoom due to the pandemic. We have scheduled our Spring meeting for April 21, 2022 during HIP week. It will be held at the campus for our first face-to-face meeting in over a year. Members can also attend by Zoom, if so desired.

Person responsible: Program Director, Advisory Committee Chair

Time frame: Semi-annually