



Missouri Department of Higher Education

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NEW PROGRAM PROPOSAL FORM

Sponsoring Institution(s): State Fair Community College

Program Title: Medical Coding

Degree/Certificate: C2

Options: NA

Delivery Site(s): State Fair Community College Online Campus

CIP Classification: 51.0707 (Please provide a CIP code)

Implementation Date: Fall 2012

Cooperative Partners: Not Applicable

AUTHORIZATION:

Dr. Brent Bates, Vice President of Educational Services		4/4/2012
_____ Name/Title of Institutional Officer	_____ Signature	_____ Date
Dr. Brent Bates, Vice President of Educational Services		660-596-7252
_____ Person to Contact for More Information		_____ Telephone

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STUDENT ENROLLMENT PROJECTIONS

Year	1	2	3	4	5
Full Time	15	40	50	50	50
Part Time	10	20	30	40	50
Total	25	60	80	90	100

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Form SE - Student Enrollment Projections

Enrollment will not be capped in the future.

Local, Regional and/or state demand for this program:

Employment of medical records and health information technicians is expected to increase by 20 percent, much faster than the average for all occupations through 2018. Employment growth will result from the increase in the number of medical tests, treatments, and procedures that will be performed. As the population continues to age, the occurrence of health-related problems will increase. Within the Sedalia and surrounding areas there is a need for medical coders. A brief research of the area showed certified coders are in high demand. (Source: <http://www.bls.gov/ooh/Healthcare/Medical-records-and-health-information-technicians.htm>.)



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PROGRAM STRUCTURE

A. Total credits required for graduation: 41

B. Residency requirements, if any: None

C. General education: Total credits: 20

Courses (specific courses OR distribution area and credits):

HEOC 120 Medical Terminology 1 3 cr.

HEOC 122 Medical Terminology 2 3cr.

CAPP 125 Microcomputer Applications 3cr.

BIO 207 Human Anatomy w/lab 4cr.

BIO 208 Human Physiology w/lab 4cr.

BIO 215 Pathophysiology 3cr.

D. Major requirements: Total credits: 21

HIT 100 Intro to HIT 3cr.

HIT 215 Principles of Healthcare Reimbursement 3cr.

HIT 105 Healthcare Technologies 3cr.

HIT 110 Pharmacology & Diagnostic Procedures 3cr.

HIT 205 Diagnosis Coding 1 3 cr.

HIT 206 Diagnosis Coding 1 3 cr.

HIT 210 Procedural Coding 3cr.

E. Free elective credits: 0 (Sum of C, D, and E should equal A.)

F. Requirements for thesis, internship or other capstone experience:

None

G. Any unique features such as interdepartmental cooperation:

None

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Form PS – Program Structure

Medical Coding Professional Certificate		
Course	Title	Credit Hours
HEOC 120	Medical Terminology 1	3
HEOC 122	Medical Terminology 2	3
CAPP 125	Microcomputer Applications	3
BIO 207	Human Anatomy w/lab	4
BIO 208	Human Physiology w/lab	4
BIO 215	Pathophysiology	3
HIT 100	Intro to HIT	3
HIT 215	Principles of Healthcare Reimbursement	3
HIT 105	Healthcare Technologies	3
HIT 110	Pharmacology & Diagnostic Procedures	3
HIT 205	Diagnosis Coding 1	3
HIT 206	Diagnosis Coding 2	3
HIT 210	Procedural Coding	3
Total		41

This Certificate is a subset of SFCC's existing AAS Degree in Health Information Technology. It provides a shorter path to employment for those students interested only in being employed as a Medical Coder while allowing them a future option to continue on to obtain the AAS Degree and an RHIT certification.

This additional certificate program is 100% derived from the parent degree and all classes will count towards both the certificate and the AAS degree. The courses in the certificate will prepare the student the skills and knowledge to pass the American Health Information Management Association (AHIMA) Certification Examination to become a Certified Coding Associate.

Medical coders assign a code to each diagnosis and procedure by using classification systems software. The classification system determines the amount for which healthcare providers will be reimbursed if the patient is covered by Medicare, Medicaid, or other insurance programs using the system. This program will prepare the students for the AHIMA certification exam to become a certified coder.

Changes the coding methodology followed in the US will change in 2013, resulting in a large increase in the need for trained Medical Coders. Employment of medical records and health information technicians is expected to increase by 20 percent, much faster than the average for all occupations through 2018. Employment growth will result from the increase in the number of medical tests, treatments, and procedures that will be performed. As the population continues to age, the occurrence of health-related problems will increase. Within the Sedalia and surrounding areas there is a need for medical coders.



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FINANCIAL PROJECTIONS

	Year 1	Year 2	Year 3	Year 4	Year 5
1. Expenditures					
A. One-time:					
New/renovated space					
Equipment					
Library					
Consultants					
Other					
Total for One-time Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
B. Recurring:					
Faculty					
Staff					
Benefits					
Equipment					
Library					
Other					
Total for Recurring Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL (A + B)	\$ -	\$ -	\$ -	\$ -	\$ -
2. Revenues					
*State Aid - CBHE					
*State Aid - DESE					
Tuition/Fees	\$ 91,080	\$ 206,400	\$ 274,170	\$ 295,260	\$ 354,600
Institutional/Resources					
Other					
TOTAL REVENUES	\$ 91,080	\$ 206,400	\$ 274,170	\$ 295,260	\$ 354,600

* Please provide a brief description of the nature of the state aid. Is "new" money requested or is "old" money going to be used? What is the nature of the "old" money? OT

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PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

Institution Name State Fair Community College
Program Name Medical Coding Certificate
Date 3/16/2012

(Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below. Quantification of performance goals should be included wherever possible.)

Student Preparation

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards, e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.
No special preparation will be required
- Characteristics of a specific population to be served, if applicable.
The majority of the students will be full-time students interested in meeting the needs of the growing demand for careers in Health Information and medical coding.

Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.
All coding instructors will have to have and maintain appropriate AHIMA coding certification credentials.
- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.
Full-time faculty members will teach 85% of credit hours.
- Expectations for professional activities, special student contact, teaching/learning innovation.
All faculty will be required to learn and utilize AHIMA online coding instructional software and practices. Clinical rotations for students will need to be maintained with outside practitioners. In addition, full-time faculty will be required to advise and enroll students, update and maintain curriculum, conduct advisory meetings, assist students with placement, maintain professional memberships and credentials and attend meetings and unit/department meetings.

Enrollment Projections

- Student FTE majoring in program by the end of five years.

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At the end of five years the anticipation for enrollment would be around 100 students per year.

- Percent of full time and part time enrollment by the end of five years.
An estimated 50% full-time and 50% part-time enrollment is anticipated by the end of five years.

Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.
Based on enrollment projections and an 80% graduation success rate the program would have 132 graduates at the end of three years after implementation and 284 graduates at the end of five years.
- Special skills specific to the program.
Special skills the graduate will have at the completion of the program include the ability to: abstract and code clinical data using appropriate classification systems, analyze health records, perform quality assessment and research, and report health information data for reimbursement.
- Proportion of students who will achieve licensing, certification, or registration.
All students are required to take the AHIMA Certification Examination for the Certified Coding Associate.
- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.
Graduates are required to take the AHIMA coding certification examination upon completion of the coding certificate program. Expectations are that 85-95% of students will pass the examination.
- Placement rates in related fields, in other fields, unemployed.
Current indications are that the job placement rates within an industry related course of study will be high.
- Transfer rates, continuous study.
There is a high expected rate of transfer into the HIT Associates Program offered at State Fair Community College.

Program Accreditation

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. If there are no plans to seek specialized accreditation, please provide reasons.

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Accreditation will be obtained through the American Health Information Management Association (AHIMA) following the requirements for a Certified Coding Program. The certificate program will apply for accreditation in Spring 2013.

Alumni and Employer Survey

- Expected satisfaction rates for alumni, including timing and method of surveys. The college does not have a formal process to collect, analyze and communicate specific responses, satisfaction level, or complaint information from alumni and other stakeholders. However, the college does have processes to collect, analyze and communicate input from students and other stakeholders. Typically, these methods are used to identify areas for improvement. With that information, the college uses strategic planning, strategies, and tactics to address the targeted areas. Rarely is the information used cumulatively; summative measures are taken only if results are so disturbing that summative rather than a formative process is required to take immediate or drastic action.
- Expected satisfaction rates for employers, including timing and method of surveys. A team of employees is in the process of establishing an employer satisfaction survey and report. Members of this team include academic administration and faculty who represent accredited and certified programs.

Institutional Characteristics:

The mission of State Fair Community College (SFCC) is to be an accessible, learning-centered institution, enriching its students and community by providing skills, knowledge, and perspectives essential for a changing world. According to the U.S. Bureau of Labor Statistics, health care is one of the largest industries and provides 14.3 million jobs for wage and salary workers.