

2016-2017 Assessment Cycle CONAP_Health Information Management BS

Mission (due 1/20/17)

University Mission

The University of Louisiana at Lafayette offers an exceptional education informed by diverse worldviews grounded in tradition, heritage, and culture. We develop leaders and innovators who advance knowledge, cultivate aesthetic sensibility, and improve the human condition.

University Values

We strive to create a community of leaders and innovators in an environment that fosters a desire to advance and disseminate knowledge. We support the mission of the university by actualizing our core values of equity, integrity, intellectual curiosity, creativity, tradition, transparency, respect, collaboration, pluralism, and sustainability.

University Vision

We strive to be included in the top 25% of our peer institutions by 2020, improving our national and international status and recognition.

College / Department / Program Mission

College Mission

Provide the college mission in the space provided. If none is available, write "None Available in 2016-2017."

The mission of the CONAHP is to educate health professionals who promote behaviors and practices to achieve optimal health, deliver safe, quality care, and assume leadership roles in their respective disciplines. The College aims to promote innovation in clinical practice, programs and technology through undergraduate and graduate teaching excellence, research and service.

Department / Program Mission

Provide the department / program mission in the space provided. If none is available, write "None Available in 2016-2017".

The Health Information Management program is committed to the advancement of outcomes-focused knowledge and the preparation of individuals for leadership careers in health informatics and information management, and is fully accredited by the Commission on Accreditation of Health Informatics and Information Management Education (CAHIIM). The program is dedicated to providing culturally-diverse students with the knowledge, skills and analytical tools necessary to become successful, ethical professionals and well-prepared candidates for the national Registered Health Information Administrator (RHIA) credential. The program encourages and values a mix of discipline-based scholarship, contributions to practice and collaborative learning and its faculty members strive for excellence in teaching, research, and professional service. The program supports professional interaction among faculty, practitioners and students and encourages involvement with local, regional, national and international organizations.

Assessment Plan (due 1/20/17)

Assessment List (Goals / Objectives, Assessment Measures and Criteria for Success)

Assessment List

Goal/Objective	<p>FACULTY DEVELOPMENT GOAL:</p> <p>Faculty will demonstrate current knowledge, skills, qualifications and professional development in the content areas they teach</p>																	
Legends	PO - Program Objective (academic units);																	
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Goal/Objective	ADVISORY COMMITTEE GOAL: The HIM program will maintain an Advisory Board to assist the program faculty with the development and revision of program goals and curriculum, to offer advice on program needs and expectations and to ensure program responsiveness to change								
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Results & Improvements (due 9/15/17)

Results and Improvement Narratives

Assessment List Findings for the Assessment Measure level for FACULTY DEVELOPMENT GOAL: Faculty will demonstrate current knowledge, skills, qualifications and professional development in the content areas they teach

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	Indirect - Student Evaluations	Has the criterion B. All HIM faculty members will receive at least "satisfactory" (3 or above on a scale of 1-5) on UL Lafayette's Student Evaluation of Instruction (SEI). been met yet? Met	All faculty met this criterion.		- Assessment Process: Continuous monitoring: The department head and program coordinator will continue to review all SEIs.
	Indirect - Peer evaluations (Other)	Has the criterion C. All HIM faculty members will receive at least satisfactory remarks on the Peer Review and Administrative Evaluations conducted on a triennial basis. been met yet? Met	Kristy Courville and Anita Hazelwood were the only faculty members reviewed and they met this outcome		- Assessment Process: Continuous monitoring: No change needed in this method - a schedule has been created showing due dates for all reviews.
	Indirect - Collaboration (Other)	Has the criterion D. All faculty will work to develop interdisciplinary research activities within and outside the program to foster a culture of collaboration on healthcare initiatives and research been met yet? Met	All faculty participated in "brown bag" meetings and research roundtables. Phil Caillouet presented "CONAHP Research 101 - A Step-by-		- Assessment Process: Continuous monitoring: No change needed in this method - faculty are eager to participate in all events.

			Step Guide” at a research roundtable meeting. Lisa Delhomme also presented at a “brown bag” meeting in October.		
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Assessment List Findings for the Assessment Measure level for STUDENTS AND GRADUATES GOALS: 1. The HIM program will demonstrate responsiveness to the needs of the students enrolled in the program 2. Program graduates will demonstrate the HIM entry-level competencies

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Direct - Progression into senior year (Other)	Has the criterion A. At least 80% of the junior level HIM students will progress into their senior year. . been met yet? Met	Ninety (90)% of the juniors progressed into their senior year. One student was lost in the fall semester and two in the spring semester. Tutoring sessions for HIM 322, 324 and 326 were conducted in the spring semester.		- Assessment Process: Continuous monitoring: No change needed for improvement
Direct - Progression into junior year (Other)	Has the criterion B. At least 80% of students enrolled in LCHI 303 will progress into the junior level been met yet? Met	This outcome was met as 92.5% of the sophmores in LCHI 303 progressed into the junior level courses.		- Assessment Process: Continuous monitoring: No change needed for improvement
Indirect - Survey - students	Has the criterion C. All students who change their major out of HIM will be surveyed to determine the reasons for leaving the program. been met yet? Not met	This outcome was not met. The program director and HIM advisor will meet to develop a method of communication to achieve this outcome.		- Assessment Process: Data Collection changed: The program director and HIM advisor will meet to develop a method of communication to achieve this outcome. - Assessment Process: Data Collection changed: There needs to be a more effective way of gathering the information. We will work with the Student Advising Center on this.
Indirect - Survey - students	Has the criterion D. At least 80% of the majors polled will feel engaged by the activities and actions of the faculty. been met yet?	A poll was conducted and all of the students who responded felt that these activities were beneficial. A Meet and Greet was		- Assessment Process: Continuous monitoring: No change needed in conducting this poll

		Met	held at the beginning of the fall semester. Faculty met with the LCHI 207 students at the beginning of each semester to introduce themselves to the sophomores and encourage communication. Two fellowship events were held in this academic year. After completing the "mock" examination, all seniors met for pizza and fellowship. The annual "Senior Banquet" was held at one of the student's homes.		
	Direct - Observation of clinical performance	Has the criterion E. All students enrolled in the PPE and internship courses will be evaluated by the PPE/management internship supervisor. At least 90% of the students will receive an 85% or above on this evaluation. been met yet? Met	All students enrolled in the PPE and Management Internship courses received an 85% or better on their PPE and Internship evaluations.		- Assessment Process: Continuous monitoring: No change needed - students are doing well
	Direct - Standardized Test	Has the criterion A. Graduates who take the exam within one year of graduation will score at or above the national average on the certification exam. been met yet? Met	Graduates scored 100% on the national certification examination for this year. There were three domains that results were lower than the national average. Faculty met and discussed what could be done. Two of the		- Pedagogical Change : Faculty met and discussed what could be done. Two of the domains were at the 99% and 98% level so these were not as big a concern as the one at the 91% level. This domain

			domains were at the 99% and 98% level so these were not as big a concern as the one at the 91% level. This domain encompassed junior level courses so more time will be spent on the review sessions covering this material.		encompassed junior level courses so more time will be spent on the review sessions covering this material.
	Indirect - Survey - alumni	Has the criterion B. At least 80% of all graduates surveyed will attest that they were able to demonstrate entry-level competencies in their first position. been met yet? Met	100% of the respondents attested that they were able to demonstrate entry-level competencies in their first position.		- Assessment Process: Continuous monitoring: No change needed - results were good

Assessment List Findings for the Assessment Measure level for CURRICULUM GOAL: The HIM curriculum will include, as a minimum, the knowledge clusters with content and experiences to enable students to meet current entry-level competencies

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	Test	national average for all domains and subdomains on the certification exam			
Assessment Findings					
	Assessment Measure	Criterion	Summary	Attachments of the Assessments	Improvement Narratives
Indirect - Curriculum	Has the criterion A. HIM and LCHI course content will reflect 100% of CAHIIM's Domains, Subdomains, and Tasks as well as the knowledge clusters. been met yet? Met	HIM and LCHI course content reflects 100% of CAHIIM's Domains, Subdomains and Tasks.			- Assessment Process: Continuous monitoring: No changed needed
Indirect - Curriculum	Has the criterion B. All HIM and LCHI courses offered online are reviewed by the Office of Distance Learning and will meet 100% of essential Quality Matters standards. been met yet? Met	This target outcome was met.			- Assessment Process: Continuous monitoring: No change needed
Direct - Observation of clinical performance	Has the criterion C. All students enrolled in the PPE and Internship courses will complete a detailed evaluation of their PPE and internship sites. At least 75% will rank their PPE and internship sites as satisfactory or above. been met	This target outcome was met and exceeded.			- Assessment Process: Continuous monitoring: No change needed

		yet? Met			
	Direct - Standardized Test	Has the criterion D. AHIMA data will show that UL graduates score at or above the national average for all domains and subdomains on the certification exam been met yet? Not met	There were three domains that results were lower than the national average. Faculty met and discussed what could be done. Two of the domains were at the 99% and 98% level so these were not as big a concern as the one at the 91% level. This domain encompassed junior level courses so more time will be spent on the review sessions covering this material. The HIM Advisory Board did offer advice and guidance on the direction that the courses were going in. The Virtual Lab was used in both junior and senior level courses.		- Pedagogical Change : here were three domains that results were lower than the national average. Faculty met and discussed what could be done. Two of the domains were at the 99% and 98% level so these were not as big a concern as the one at the 91% level. This domain encompassed junior level courses so more time will be spent on the review sessions covering this material.

Assessment List Findings for the Assessment Measure level for COMMUNITIES OF INTEREST GOAL: The HIM program will demonstrate responsiveness to the needs of its communities of interest

Goal/Objective	COMMUNITIES OF INTEREST GOAL: The HIM program will demonstrate responsiveness to the needs of its communities of interest	
Legends	PO - Program Objective (academic units);	
Standards/Outcomes		
Assessment Measures	Assessment Measure	Criterion
	Indirect - Survey - employer	A. The program will strive to obtain an overall satisfactory rating for its graduates of at least 85% from the community of interest.
	Direct - Provide CE (Other)	B. The HIM program will offer one CE program per year to the area healthcare professionals.

	Direct - Recruiting activity (Other)	C. Eighty (80) percent of all faculty will participate in at least one recruiting activity per academic year.			
Assessment Findings					
	Assessment Measure	Criterion	Summary	Attachments of the Assessments	Improvement Narratives
Indirect - Survey - employer	Has the criterion A. The program will strive to obtain an overall satisfactory rating for its graduates of at least 85% from the community of interest. been met yet? Met	Survey results indicated that 100% of the respondents felt that the graduates were prepared for their entry-level positions.		- Assessment Process: Continuous monitoring: No change needed in current method	
Direct - Provide CE (Other)	Has the criterion B. The HIM program will offer one CE program per year to the area healthcare professionals. been met yet? Met	Anita Hazelwood and Robert Garrie offered several coding workshops for LHIMA members. Lisa Delhomme and Kristy Courville offered presentations at the SW District LHIMA meetings.		- Assessment Process: Continuous monitoring: More workshops are planned for Fall 2017	
Direct - Recruiting activity (Other)	Has the criterion C. Eighty (80) percent of all faculty will participate in at least one recruiting activity per academic year. been met yet? Met	All faculty participated in one or more recruiting events. Faculty participated in numerous recruiting activities including Preview Day activities at the University, State Counselors' Convention in Baton Rouge, the Lafayette Parish Career Fair, and hosting a Louisiana Chapter of HIMSS student membership recruitment session.		- Assessment Process: Continuous monitoring: No change needed in current method - faculty participated in several events	

Assessment List Findings for the Assessment Measure level for ADVISORY COMMITTEE GOAL: The HIM program will maintain an Advisory Board to assist the program faculty with the development and revision of program goals and curriculum, to offer advice on program needs and expectations and to ensure program responsiveness to change

Goal/Objective	<p>ADVISORY COMMITTEE GOAL:</p> <p>The HIM program will maintain an Advisory Board to assist the program faculty with the development and revision of program goals and curriculum, to offer advice on program needs and expectations and to ensure program responsiveness to change</p>														
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Standards/Outcomes															
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Reflection (Due 9/15/17)

Reflection

1) How were assessment results shared in the unit?

Please select all that apply. If "other", please use the text box to elaborate.

Distributed via email

Presented formally at staff / department / committee meetings (selected)

Discussed informally (selected)

Other (explain in text box below)

The faculty meets formally at least 2-3 times per semester, but informally as results become available.

2) How frequently were assessment results shared in the unit?

Frequently (>4 times per cycle) (selected)

Periodically (2-4 times per cycle)

Once per cycle

Results were not shared this cycle

3) With whom were assessment results shared?

Please select all that apply.

Department Head (selected)

Dean / Asst. or Assoc. Dean

Departmental assessment committee

Other faculty / staff (selected)

4) What were the measurable or perceivable effects on your current (2016-2017) findings based on prior action plans (created in 2015-2016)?

There were two areas of concern on this current years assessment based on last year's assessment. The first is that in the previous cycle we had met or exceeded the national average for all of the domains. This year we did not but faculty have looked at the reasons and will make needed adjustments to review sessions and class work. The process of meeting with students who change their majors out of HIM has still not been established but we hope to implement this in the upcoming year.

5) What has the unit learned from the current assessment cycle?

The major learning take away was to look closely at the course material to meet the expected percentages on the various domains from the certification exam.

Attachments

