HIM Program Assessment Report  
Deborah Schultze, MS, RHIA

This report is a narrative description of how we performed on each of the stated goal/standards on our Assessment Plan.

**Goal 1:** Graduates will demonstrate entry-level competencies. ***Response:*** Our first group of students will graduate on May 18th. This goal and accompanying standards will be addressed on the next assessment report.

**Goal 2:** Curriculum will meet demands of AAS degree and RHIT credential. ***Response:*** We are still awaiting our CAHIIM site survey to determine if we have met this goal. Feedback from PPE sites is good with regards to our students’ level of knowledge and preparedness. This speaks, in a general way, to the demands of the curriculum

**Goal 3:** All core HIM courses are relevant and content is specific to entry level professionals. ***Response:*** We are still awaiting our CAHIIM site survey to determine if we have met this goal. Feedback from PPE sites is good with regards to our students’ level of knowledge and preparedness. This speaks, in a general way, to the relevancy of the curriculum

**Goal 4:** Attract and retain high-quality faculty who are committed to quality instruction and to the growth and development of the HIM program. ***Response:*** We have hired a Full Time faculty member, Dr. Sayles, RHIA, CCS, CHPS, FAHIMA who comes to us as an experienced HIM educator. She is developing and teaching our HIM courses online from GA. Dr. Sayles is also the author or managing editor of many of our HIM textbooks.

Our Adjunct instructor, Dawn Falloon, RHIA has become a valued course developer and instructor in the HIM program. She hosts our PPE students at her facility and continues to take on new courses as needed.

**Goal 5**:Faculty members will be qualified to teach HIM curriculum and will demonstrate current knowledge in areas taught. ***Response:*** All HIM faculty have participated in required CE as dictated by their AHIMA awarded credential(s). All have participated in course/curriculum development for the HIM program. Curriculum vitae available upon request.  
  
**Goal 6:** Curriculum will meet demands of business and industry for HIM profession. ***Response:*** We are still awaiting our CAHIIM site survey to determine if we have met this goal. Feedback from PPE sites is good with regards to our students’ level of knowledge and preparedness. This speaks, in a general way, to the demands of the curriculum in meeting industry needs.  
  
**Goal 7:** Courses will be evaluated individually on a rotating basis to determine effectiveness. ***Response:*** This new goal will be implemented beginning at the close of fall 2013. Courses will be reviewed in groups of 3-4 to evaluate effectiveness based on CAHIIM curriculum standards, information acquired annually at the Assembly on Education of HIM Educators, course pass rates/student surveys of instruction and student performance in course related areas of the RHIT exam.

**Summary:** although we continue to revise and improve the HIM program, true assessment of individual components will begin once our new graduates are surveyed along with employers, and we have achieved CAHIIM Accreditation. Course review will begin with the close of fall semester courses.

Respectfully Submitted,

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HIM Program Director