

Members in attendance:

- Carole Whitlock (ADE Program Specialist/Health Careers)
- Katie Mehin (West-MEC, Career Liaison)
- Debbie Holland (West-MEC, Program Quality Manager)

Program Name Change

The advisory council determined the program name does not address the full comprehensive range of medical records, billing, and coding but needs to encompass a wider scope of work. After a lengthy discussion, the council recommended the current program name (Electronic Health Records) be changed to:

West-MEC Medical Information Systems**License/Certificate**

Electronic Health Record Specialist Certification is currently the option for students completing the program. Additional research needs to be completed on a "Tumor Registrar" certification.

Training Hours

The program information sheet as noted at 450 hours/1 year program is recommended/supported by the committee.

Program Requirements

A recommendation was made to add 1 credit of HS Science to the Program Information Sheet as well as adding "Anatomy and Physiology preferred". The current document does not mention computer skills; recommendation to add "Computer Skills" to the Program Information Sheet as a desired/recommended skill not prerequisite.

Recruitment

A discussion and recommendation to market the course to students currently enrolled at the Phoenix School for the Deaf.

Career Pathways

Recommendation was made to add Veterinary clinics under career pathways.

ADE Requirements

Carole will research the proper CIP state code for the program. There is currently no curriculum at the state level for the program. A suggestion was made to contact or research the program currently being offered at Pima Community College. West-MEC's course will be the first high school course being offered in Arizona.

Job Outlook

According to the June 2014 article in the Phoenix Business Journal, anticipated 22% increase in job opportunities from 2012 to 2022 in Medical records and health information technicians. Advisory members support the prediction for the Arizona job market.