



**SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS**

**Institutional Program Review
Report to the Board of Regents**

Use this form to submit a program review report to the system Chief Academic Officer. Complete this form for all units/programs undergoing an accreditation review, nationally recognized review process, or institutional program review. The report is due 30 days following receipt of the external and internal review reports.

UNIVERSITY:	DSU
DEPARTMENT OR SCHOOL:	HIM Department/College of BIS
PROGRAM REVIEWED:	MS Health Informatics and Information Management
DATE OF REVIEW:	6/18/2020
TYPE OF REVIEW:	Specialized Program Accreditation Review

University Approval

To the Board of Regents and the Executive Director: I certify that I have read this report, that I believe it to be accurate, and that it has been evaluated and approved as provided by university policy.

President of the University

11/17/2020

Date

1. Identify the program reviewers and any external accrediting body:

CAHIIM—Commission on Accreditation for Health Informatics and Information Management Education

External site visit peer review team: Kathy LaTour, MA, RHIA (retired), FAHIMA Duluth, MN and Jude Hanley, PhD, MPH, RHIA Hattiesburg, MS

CAHIIM Representative: Amanda Stefan, MHI, RHIA Austin, TX

Current Accreditation Award: Initial

Next Review Cycle: 2027-2028

2. Items A & B should address the following issues: mission centrality, program quality, cost, program productivity, plans for the future, and assessment of progress.

Mission

DSU’s Mission is to provide learning that integrates technology and innovation to develop graduates ready to contribute to local, national, and global prosperity. The mission of the College of Business and Information Systems is to educate and prepare students to be life-long learners and professionals in business, information systems, business and computer education, and health information management. The Mission of the Health Information Management

Programs at DSU are to prepare the student for professional and technical areas of health information management in hospitals, clinics, and related health facilities and agencies. The Master's Degree in Health Informatics and Information Management (MSHIIM) program integrates and aligns with DSU's Mission and the College of BIS Mission by providing students the opportunity to experience integration of information technology in the curriculum through hands-on experience working with the software applications in several courses within the MSHIIM program. The MSHIIM program contains courses including healthcare organizational structures, health information systems (electronic health records), health information governance, health information protection (privacy and security), health informatics, health data analytics, disease classification and revenue cycle management, health law and compliance, population health, and organizational management and leadership.

Program Quality

The MSHIIM program has been available to train HIM professionals for the workforce in SD and surrounding states since August 2008. The program was initially accredited by the Commission for Accreditation of Health Informatics and Information Management (CAHIIM) education on September 10, 2020 following a site visit by peer reviewers in Summer of 2020. Students are required to complete an exit exam that serves as a tool to assess student learning. Mechanisms for student feedback are in place to assess, communicate, and assure high program quality and continuous quality improvement. Dakota State University is proud to be second in the US to have CAHIIM accredited associate, bachelors, and master's degree programs in HIM at one university.

Cost

The HIM operations budget is primarily used for CAHIIM accreditation fees for all three HIM programs, office supplies, telephones, an academic educational partnership with Health Information Management Systems Society (HIMSS), an organizational affiliate membership with HIMSS, and a portion of faculty and Director continuing education fees. The College of BIS and Graduate Programs budgets are utilized periodically for HIM program marketing and other expenses and the VPAA funds are accessed for continuing education for faculty. Funding for the AHIMA virtual lab is provided through the IT budget for undergraduate students.

Program Productivity

The MSHIIM program staffing resources are shared across three HIM degree and three HIM certificate programs (with some overlapping curriculum) including one Director position, two full-time faculty, one budgeted but un-opened full-time faculty position, 50% of a full-time senior secretary, and prn use of one to two adjunct faculty each semester. Partnership with USD on the MSN degree program is expected to further increase program productivity with DSU HIM faculty teaching two courses in the MSN degree program. The MSHIIM program meets the current and evolving need in the South Dakota workforce and is the only accredited program available in South Dakota. Healthcare clinicians and Health Information Management bachelor's students make up the majority of the enrollment including professionals such as: Doctor of Medicine, Registered Nurse, Health System Data Analyst for Telehealth, Health Informaticist, Clinical Imaging Analyst, Clinical Application Specialist, Medical Technologist, Manager of E-Care Pharmacy, Clinical Pharmacist, and Health Assessor.

Plans for the Future

Keeping an eye on the changing needs for the workforce are critical to ensure program curriculum changes reflect the skills needed in new and evolving job roles related to the MSHIIM

program. A program limitation is having access to both the application and database of an electronic health record training environment. Future investigation will include the possibility of development of a world class synthetic patient lab environment with tools and applications needed for the MSHIIM program advancement or partnership with a healthcare entity willing to provide students opportunities to learn in a real-world training environment of the E H R and other healthcare related applications. Upon gaining access to a training environment, a PhD program in Health Informatics proposal will be developed to advance research, AI, and business intelligence in this exciting new specialization in healthcare as an additional healthcare-related program offering at DSU.

Assessment of Progress

Annual program assessment reporting (APAR) is required each year to maintain CAHIIM accreditation. Program goals are set, measurements determined, and outcomes are analyzed. Action plans are developed when needed for improvements. In addition, the MSHIIM program is currently included in DSU's institutional assessment process utilizing the Trojan Assessment Profile software.

2(A). Describe the strengths and weaknesses identified by the reviewers

Program Strengths

The university administration is very supportive of the program.

The program advisory board is strong, experienced and enthusiastic.

The program director, Renae Spohn, is a strength of the program. She is dedicated to the success and growth of the program.

Faculty are well prepared in their fields and work very effectively as a team.

All faculty are very involved in local and state organizations - AHIMA and HIMSS - The department has a HIMSS partnership which can bring unique experiences to the students.

Small class size and reasonable cost were mentioned as strengths of the program by the students. This can be leveraged for enrollment marketing.

Suggestions for Improvement

Increase marketing support for enrollment to alleviate recruitment responsibilities.

Students recommended adding more real-world simulation activities, especially in the area of technical standards.

Explore opportunities for additional adjunct instructors to balance faculty load that includes teaching, advising, recruiting, curriculum design, etc. The faculty should re-evaluate the case studies that are used to meet competencies. We recommend incorporating clearer assignment instruction expectations, grading, and evaluation methods. Be consistent with attaching rubrics to the assignments.

2(B). Briefly summarize the review recommendations

Twenty of twenty-one program requirements were in full compliance. One standard was partially met, which is described below:

Standard 9. Program Specific Curriculum. Thirty of thirty-three curriculum requirements were met. Three specific curriculum competency requirements were partially met in HIMS 747

Leadership and Management in Health Informatics course. The assignments were not in compliance with the required Bloom's taxonomy level. In addition, the knowledge course, HIMS 702 Foundations in Health Information Classification Systems has been approved for students without healthcare experience and has not yet been completed by any students.

2(C). Indicate the present and continuous actions to be taken by the college or department to address the issues raised by the review. What outcomes are anticipated as a result of these actions?

HIMS 747 Leadership and Management for Health Informatics course syllabus has been updated with required Bloom's taxonomy levels and course will be taught in Fall 2021.

HIMS 702 Foundations in Health Information Classification Systems is planned to be taught in Spring 2021 for one student without a healthcare background.

During 1st quarter of 2021 a progress report will be submitted in CAS (accreditors software) including revised syllabus for HIMS 747 and proof that HIMS 702 is being taught in Spring 2021. CAHIIM will review these documents and send e-mail indicating whether the requirements have been met.

Annual performance assessment reporting (APAR) is required by CAHIIM on an annual basis starting in 2021.

3. Starting in Fall 2019 reporting year, campuses will identify the undergraduate cross-curricular skill requirements as part of programmatic student learning outcomes and identify assessment methods for cross-curricular skill requirements as outlined in Board Policy 2:11. Program review completed prior to Fall 2019 need not include cross curricular skills.

Not applicable.