

**Northland Community & Technical College
Advisory Board Committee Meeting Minutes**

**December 15, 2016
Board Room 301**

Attendance

Deb Kroll
Alison Duell
Ardyce Heffernan
Xan Kofstad
Lori Anderson

1. Lori welcomed the Advisory Board Members to the meeting.

Xan Kofstad presented information regarding the future of Medical Transcription. She brought an article indicating that the quality of medical records is not what it should be and that physicians are spending more time documenting onscreen than interacting with patients. The information also basically suggested that medical transcription will present itself back into the medical community but not for years to come. Ardyce provided excellent input pertaining to this topic and Altru's transcription department.

Xan also introduced a case from 2012 where a jury awarded \$140 million verdict due to a typographical error on the physician's discharge summary that resulted in the death of a 59-year-old woman. Because the hospital tried to save 2 cents per line, it outsourced its transcription to India but then failed to review the summary for accuracy before issuing medication orders. Ardyce was familiar with this case as well and provided comments.

Discussion took place regarding medical transcription currently in the curriculum for the Medical Office Specialist and the Medical Administrative Assistant. Lori stated that it is an expensive course for students and asked the members if they felt it should continue in the program course plan. Discussion also took place as to whether it should be a different type of course, such as quality assurance. Some members felt it was important to know transcription before providing quality assurance. This will be further discussed at the next meeting when more members are present to get a broader perspective in the field.

Ardyce also informed us that Lynne Bartuska will be retiring and the transcription department will now be under the Health Information Management Department led by Jan Anderson effective January 1, 2017.

2. Lori informed everyone that President Bona has implemented that students beginning fall semester 2017 enrolled in an AA or AAS program will need to complete 15 to 20 hours of community service. This will be a requirement for graduation for Medical Coding Specialist AAS and Medical Administrative AAS degrees—not for the certificate and diplomas. Lori asked members to be thinking of services for volunteering within their departments. Faculty will receive information at the January inservice and Lori will pass this information on to members at the March Advisory Board Meeting.
3. Lori emphasized the importance of attendance at Advisory Board Meetings. It is critical to have participation to assure the programs are getting important feedback. She mentioned that if anyone is not interested in continuing their membership to please let her know, and she will pursue other membership options. She is also open to suggestions for new members.
4. New/Old business.
 - a. The next Advisory Board Meeting is tentatively scheduled for March 21, 2016.
5. Meeting adjourned at 1:15 p.m.

Respectfully submitted,

Lori Anderson, Director
Medical Office Programs