ARKANSAS TECH UNIVERSITY

DATE   February 7, 2005

BUDGET TRANSFER REQUEST
I request that the following budget transfer be made:

TRANSFER TO:

DEPARTMENT	CODE NUMBER	SUB-CODE	AMOUNT
Physical/Life Sciences Research Acct.	2-13340	3000	$ 300.00
		4000	1,700.00

TRANSFER FROM:

DEPARTMENT	CODE NUMBER	SUB-CODE	AMOUNT
Faculty Development	2-13910	3000	$2,000.00

REASON FOR TRANSFER: To fund faculty development research grant for Melinda Wilkins, spring, 2005.

_____
Dean, Administrative Officer, or
Director of Budget

ADMINISTRATIVE APPROVAL:

Jack R Hamm
Supervising Vice President

_2/7/05_
Date

FOR USE BY BUDGET OFFICE ONLY

DATE TRANSACTION ENTERED: FRS _____   HRS _____

TRANSACTION CODE: FRS _____
    ORIGINAL BUDGET - 0
    REVISED BUDGET   - 1
    BUDGET TRANSFER - 2

REVENUE DEFAULTS TO CREDIT   (C)
EXPENSE DEFAULTS TO DEBIT   (D)

BUDGET CHANGE NUMBER _____

ATU-003
12/94

APPLICATION FOR FACULTY RESEARCH GRANT

**All questions must be completed to be considered for grant award.

| Choose one:
[ ] Creative
[X] Research | **Date of Last FRG Award** (Semester and Year awarded): ____None_____ |
| | **Date of ATU Faculty Appointment** (Semester and Year): __Fall, 1988_____ |

1. Project Title: __Implementation Issues of the Electronic Health Record_____

2. Name of Principal Investigator/Project Director:__Melinda A. Wilkins, M.Ed., RHIA_____

3. School (abbrev): _P&LS_____ **4. Department:** __Biological Science_____

5. Campus Mail Address: 105 Wilson_____ 6. PI/PD Campus Phone: _0441_____

7. Amount Requested: $___2000_____ 8. Total Cost of Project: $___2150_____

9. Does this project involve: **10. Duration of Project: _4 months_____**

Yes No
[ ] [x] human subjects?
[ ] [x] animals/animal care facility?
[ ] [x] radioactive materials?
[ ] [x] hazardous materials?
[ ] [x] biological agents or toxins restricted by the USA Patriot Act?
[ ] [x] copyright or patent potential?
[ ] [x] utilization of space **not** currently available to the PI/PD?
[ ] [x] the purchase of equipment/instrumentation/software currently **available** to the PI/PD?

NOTE: If the answer is "yes" to any of the above questions, the investigator must attach appropriate documentation of approval or justification for use/purchase.

SIGNATURES
Department Contribution (if applicable): **$_____**

Account Number: _____ | **Chairperson**   **Date** |

School Contribution (if applicable): **$_____**

Account Number: _____ | **Dean**   **Date** |

This Section to be completed by the Office of Academic Affairs

FSBA Committee Award Recommendation: Yes____   No____
FSBA Committee Proposal Rank: _____ of _____ Total Proposals.
Recommendation of VPAA: Yes____ No _____
Recommendation of President: Yes____ No _____
Award Date: _____

ABSTRACT

The healthcare delivery system in the United States has been in need of major reform for many years. None of the attempts at major transformation seem to ever work. At the same time, information technology has advanced at a great pace. It appears to be most evident in industries other than healthcare. With information available globally in retailing, banking and other businesses, it is thought by many that this use of technology in the healthcare field may be just the reform needed to transform healthcare into the high quality industry it should be. In particular, the electronic health record (EHR) is set to link all aspects of patient information to provide for the best possible continuity of care in a seamless fashion.

PURPOSE/OBJECTIVES

The purpose of this project is to look at the political environment encompassing the implementation of an electronic health record system. It will also take a look as well as discussion of the benefits and drawbacks.

SIGNIFICANCE/NEED

President Bush has mandated that an electronic health record be implemented by the year 2008. However, there is currently no funding to make this a reality. This project will highlight current and impending legislation attempts as well as focus on the political atmosphere surrounding the much needed step in America's healthcare system. Upon performing an extensive literature search,

there is no definitive paper in this area. This project is expected to be the beginning of an extensive research project to add to the body of knowledge in the area of electronic health records. It is the hope of the researcher that this will aid in the reformation of health care services and lead to a more efficient means of providing health care.

PROCESS FOR ATTAINMENT OF OBJECTIVES/GOALS

Information will be obtained using a variety of methods. Personal interviews will be performed with experts in the health information industry that deal in government relations. Interviews will also be conducted with vendor experts in the area of the electronic health record. Further information will be gained by attending meetings focusing on the implementation of eHIM standards. One will be held in Memphis in March, 2005 and the other in St. Louis in June, 2005. Current texts and periodicals will be consulted as needed, as well.

DISSEMINATION OF RESULTS

Two avenues will be used to disseminate the results of the project. An interim report will be given at the Arkansas Health Information Management Association, Fort Smith, Arkansas, April 28, 2005. The resulting paper will also be submitted for publication to PHIM (Perspectives in Health Information Management), the professional journal of the American Health Information Management Association.

REPEATED REQUESTS

This is the first time this request has been submitted.

BUDGET

Please see attached budget sheet for expected expenses.

BIBLIOGRAPHY

An extensive bibliography of references will be provided with the final project.

APPLICATION VITA

Please see attached CV.

PROPOSED BUDGET
FACULTY RESEARCH GRANT
(include budget categories as appropriate)

1. Graduate assistant stipend $_____
    Fringe benefits @ .4% (4/10 percent) of graduate assistant stipend   _____

2. Non-work study stipend   _____
    Fringe benefits @ .4% (4/10 percent) of non-work study stipend   _____

3. *Supplies (please list items to be purchased and estimated price
    per item including taxes and shipping, if appropriate):

    | Item No. 1 (e.g., software) | Estimated Price | Textbooks | 300.00 |
    | Item No. 2 (e.g., copying costs) | Estimated Price | | _____ |
    | Item No. 3 | Estimated Price | | _____ |

    (additional lines as needed)

    Total estimated supplies   _____

4. Travel (please list travel expenditures by date
    and estimated costs):

    | Travel No. 1 | Estimated Price | Memphis | 650.00 |
    | Travel No. 2 | Estimated Price | St. Louis | 1200.00 |
    | Travel No. 3 | Estimated Price | | _____ |

    (additional lines as needed)

    Total estimated travel   1850.00

5. *Capital Outlay (please list items to be purchased and estimated
    price per item including taxes and shipping, if appropriate):

    | Item No. 1 | Estimated Price | | _____ |
    | Item No. 2 | Estimated Price | | _____ |
    | Item No. 3 | Estimated Price | | _____ |

    (additional lines as needed)

    Total estimated capital outlay   _____

    TOTAL PROPOSED BUDGET $2150.00

*Items purchased under $2,500 (including taxes and shipping) are considered supply items. Capital Outlay items are those which cost $2,500 or more (including taxes and shipping). Please contact the Purchasing Office for questionable items.

Curriculum Vitae
Melinda A. Wilkins, M.Ed., RHIA

EDUCATION

Argosy University   Sarasota, FL
> Currently pursuing Doctorate of Business Administration in the area of
> Information System

Southwestern Oklahoma State University   Weatherford, OK
> Master of Education, Agency Counseling, 1988

Southwestern Oklahoma State University   Weatherford, OK
> Bachelor of Science, Medical Record Administration (with minor in Allied
> Health), 1983. Graduated Magna Cum Laude

Tulia High School   Tulia, TX
> Graduated with honors, 1979

CERTIFICATION

Registered Health Information Administrator (RHIA)
- Successful completion of national certification exam,
  American Medical Record Association, 1983. Certificate #13444.

SOCIETY MEMBERSHIPS

American Health Information Management Association (AHIMA)
Assembly on Education (AOE) of the American Health Information Management
   Association
Arkansas Health Information Management Association (ArHIMA)
Health Information and Management Systems Society (HIMSS)

PROFESSIONAL EXPERIENCE

Arkansas Tech University   1989 to present   Russellville, AR
Director, Health Information Management Program
- Tenure granted with 1993-94 contract
- Promoted to Associate Professor with 1995 contract

Arkansas Tech University   1988 - 1989   Russellville, AR
Instructor, Health Information Management Program
- Duties also included coordination of Transcription
  Program

Heaton, Melinda, Contributor, <u>Case Study Manual for Medical Record Technician and Medical Record Administration Programs</u>, Update 1992, The Assembly on Education of the American Health Information Management Association, 1992.

Heaton, Melinda, Reviewer, <u>Health Information Management Work Flow</u>, Delmar Publishers, 1992.

Heaton, Melinda, Contributor, <u>Case Study Manual for Medical Record Technician and Medical Record Administration Programs</u>, First Edition, The Assembly on Education of the American Health Information Management Association, 1991.

Heaton, Melinda, "Health and Safety in Medical Record Settings", published by the American Medical Record Association, 1990.

Heaton, Melinda, Contributor, <u>Appleton & Lange's Review for the Medical Assistant</u>, 3rd ed., 1990, 281 pp.

INVITED PRESENTATIONS

Wilkins, Melinda, "Council on Certification Update," Assembly on Education of American Health Information Management Association National Convention, New Orleans, 1998.

Wilkins, Melinda, Facilitator, "Certification Issue Forum," American Health Information Management Association National Convention, New Orleans, 1998.

Wilkins, Melinda, "Council on Certification Update," Assembly on Education of American Health Information Management Association, Columbus, Ohio, 1998.

Heaton, Melinda, "Arkansas Health Information Management Association Team Talks," presented in various locations statewide, 1992-1995.

Heaton, Melinda, "Oklahoma Health Information Management Association ART/RRA Exam Review", Oklahoma City, Oklahoma, 1995.

Heaton, Melinda, "Alliance Leadership Development", American Health Information Management Association National Convention, Atlanta, GA, 1993.

Heaton, Melinda, "Oncology Terminology", Arkansas Cancer Registry Association, 1993.

Heaton, Melinda, "A Career in Medical Record Administration", Girl's State, Arkadelphia, Arkansas, 1990.

Heaton, Melinda, "ICD-9-CM Coding Workshop for Physician Offices", Arkansas Medical Society and Arkansas Medical Record Association, 1989.

Heaton, Melinda, Panel member, "Problem Solving for Medical Record Departments", Oklahoma Medical Record Association Meeting, 1987.

Wilkins, Melinda, and Creasey, Shaffer, Simpson, Vongvilath, "The Status of the EMR in Arkansas", 2002.

Wilkins, Melinda, Reviewer, Financial Management in a Managed Care Environment, Delmar Publishers, 2002, 417 pages.

Wilkins, Melinda, Reviewer, STAT! Medical Office Emergency Manual, for 2nd edition to be published in 2002, Delmar Publishers, 324 pages.

Wilkins, Melinda, Contributor, Prentice Hall Health Q&A Review for the Medical Assistant, 6th ed., Appleton and Lange, 2001, 469pp. Author of chapters on Medical Terminology and Medical Law and Ethics, as well as a portion of the information on the compact disk that accompanies the text.

Wilkins, Melinda, and Bitzer, "Emergence of the Privacy Officer Role", 2001.

Wilkins, Melinda, and Bright, Compton, Killins, Murray, Phillips, "Career Opportunities in HIM", 2001.

Wilkins, Melinda, Contributor, Arkansas Health Information Management Association Health Information Legal Handbook, 2nd ed., 2000, 263pp. Author of chapter on Arkansas Statutes.

Wilkins, Melinda, Contributor, Arkansas Health Information Management Association's News, 1989-present.

Wilkins, Melinda, Contributor, "White Paper on Fellowship Program", Joint Committee on Education of the American Health Information Management Association, 1998.

Wilkins, Melinda, and Bean, Brownfield, Hickey, Massey, "Master's Curriculum in Health Information Management," 1997. This was a joint research venture between students in Research in Health Information Management course and Melanie Brodnick, Ph.D., Ohio State University. Students traveled to St. Louis to present findings.

Wilkins, Melinda, Contributor, Appleton & Lange's Review for the Medical Assistant, 5th ed., Appleton and Lange, 1997, 442 pp. Author of chapter on Medical Terminology.

Heaton, Melinda, Technical Reviewer, Research Manual for the Health Information Profession, American Health Information Management Association, 1995.

Heaton, Melinda, Contributor, 1994 Case Study Manual, The Assembly on Education of the American Health Information Management Association, 1994.

Heaton, Melinda, Contributor, Appleton & Lange's Review for the Medical Assistant, 4th ed., 1994, 299 pp.

Heaton, Melinda, Reviewer, Mosby Lifeline proposed CPT work text, 1993.

Elected to: Who's Who of American Women
                Who's Who in the World
                Empire Who's Who Among Executive and Professional Women Educators
                The World Who's Who of Women
                Who's Who in American Education
                Who's Who of Emerging Leaders in America
                Who's Who Among Young American Professionals
                Who's Who Among Women in America
                Who's Who Among Students in American Universities and Colleges
                Who's Who in the South and Southwest
                Who's Who in America

PUBLICATIONS AND RESEARCH

Wilkins, Melinda, Contributor, <u>Prentice Hall Health Q&A Review for the Medical Assistant</u>, 7th ed.,
     Appleton and Lange, to be published in 2005. Author of chapters on Medical Terminology
     and Medical Law and Ethics, as well as a portion of the information on the compact disk
     that accompanies the text.

Wilkins, Melinda, Reviewer, proposed text to be entitled <u>Health Care Legal and Regulatory
     Compliance,</u> Thomson/Delmar Learning Publisher, 2004.

Wilkins, Melinda, Reviewer, proposed text to be entitled <u>Understanding Hospital Billing and Coding</u>,
     Elsevier Publishing, 2004.

Wilkins, Melinda, Reviewer, proposed text to be entitled <u>Health Information Management Principles
     and Practice</u>, Thomson/Delmar Learning Publisher, 2003.

Wilkins, Melinda, Reviewer, <u>Delmar's Handbook for Health Information Careers</u>, Delmar
     Publishers, 2003, 352 pages.

Wilkins, Melinda, Reviewer, proposed text to be entitled <u>Medical Informatics for Medical Assistants,
     Physician Assistants and Doctor's Office Nurses</u>, Delmar Publishers, 2002.

Wilkins, Melinda, and Bryson, and Jeffers, "HIM Graduate Survey", 2002. This is an on-going
     research project that students have helped with since 1989. It details the outcomes of
     students that have graduated from the HIM Program as well as gain information from their
     employers' point of view.

Wilkins, Melinda, and Little, Renfroe, Sims, Tran, "Evaluation of ATU's Transcription Program",
     2002.

Wilkins, Melinda, and Drinkwitz, "Gender Equity Issues in HIM", 2002.

Wilkins, Melinda, and Bolduc, Edwards, Johnson, Martin, "Credential Requirements in HIM
     Departments in Arkansas", 2002.

1992-1993 Admissions, Academic Standards and Student Honors Committee
Student Personnel Committee

1991-1992 Student Affairs Committee

ACTIVITIES AND HONORS

Featured in recruitment video, "Where the Future Clicks", American Health Information Management Association, 2000.

Triumph Award Nominee, American Health Information Management Association, 1998 and 1999.

Nominated for Arkansas Tech University Faculty Excellence in Service Award, 1996-2000.

Nominated for Arkansas Tech University Faculty Excellence in Scholarship Award, 1999-2000.

Judge, Arkansas Academy of Science, 1999.

Proctor, Rising Junior Exam, Arkansas Tech University, 1999.

Participant, "Time Out for TECH", 1999 to present.

Participant, Open House, Arkansas Tech University, 1998 to present.

Featured in an informational video explaining Vision 2006 (goals for the HIM profession), its impact on the health information career as well as each professional. Distributed by the American Health Information Management Association nationwide, Spring, 1998.

Distinguished Member Award, Arkansas Health Information Management Association, 1996.

Dardanelle Elementary PTA, Fundraising Committee, 1996.

United Way Volunteer, 1993 to present.

Volunteer Central Office Coordinator for Arkansas Health Information Management Association, 1993 to present.

Faculty Sponsor, Student Health Information Management Association, 1989 to Present.

Long Range Planning Committee, Central Presbyterian Church, Russellville, AR, 1991 to 1994.

Received "Outstanding Senior" award from Southwestern Oklahoma State University Medical Record Administration Program, 1983.

Oklahoma Medical Record Association
>   1987-88 - Member Ad Hoc Committee on Education
>   1981-88 - Member

Advisory Committee for Medical Record Administration Program, Southwestern
>   Oklahoma State University
>   1984-88 – President

Attended every AHIMA national meeting since 1988 except for three years.
Attended every ArHIMA state meeting since 1989.
Attended several AHIMA's Assembly on Education meetings.

UNIVERSITY APPOINTMENTS/COMMITTEES

2003-2004 Physical Science and Engineering Physics Program Review
>   Peer Review Committee for Hospitality Administration Faculty.
>   Mentor, Bridge to Excellence Program

2002-2003 Industrial Plant Maintenance Program Academic Program Review
>   Counselor, College Student Inventory Program
>   Peer Review Committee for Department of Biological Science

2001-2002 Chair, Workgroup on Faculty Evaluation Process, Biological Science Department
>   Faculty Excellence Award Committee
>   Peer Review Committee for Department of Biological Science

2000-2001 Chair, Search Committee, Director of Medical Assisting and Medical Technology
>   Programs
>   Member, Search Committee, Instructor for Anatomy and Physiology

1999-2000 Chair, Peer Review Committee for Department of Biological Science
>   Faculty Salary, Benefits, and Awards Committee
>   Insurance Committee
>   Sabbatical Committee

1998-1999 Peer Review Committee for Department of Biological Science

1997-1998 Curriculum Committee
>   Peer Review Committee for Department of Biological Science

1996-1997 Curriculum Committee
>   Peer Review Committee for Department of Biological Science

1995-1996 Peer Review Committee for Department of Biological Science

1994-1995 Peer Review Committee for Department of Biological Science

1993-1994 Admissions, Academic Standards and Student Honors Committee

HIM 3132 Health Data and Statistics

HIM4033 Advanced Coding Principles
  Developed and wrote this course.

HIM4153 Principles of Disease
  Complete revision of this course.

HIM 4182 Directed Practice I

HIM 4292 Directed Practice II

PROFESSIONAL ORGANIZATIONS/COMMITTEE APPOINTMENTS

American Health Information Management Association (AHIMA)
  2002 to present – Legislative Advocacy Liaison
  2002 to present – Facilitator, Geographic: Arkansas Community of Practice
  1998 - Chair, Council on Certification
  1997-98 - Joint Committee on Education
  1997 - Chair-Elect, Council on Certification
  1997 - AHIMA Nominating Committee
  1996-98 - HIA Educator, Council on Certification
  1995 - House of Delegate Task Force
  1994 - Alternate, AHIMA Nominating Committee
  1981 to Present - Member

Assembly on Education of AHIMA
  1989 to Present - Member

Arkansas Health Information Management Association (ArHIMA)
  1993 to Present - Central Office Coordinator
  2003-2005 - Treasurer
  1996-97 – Second Year Director (Agreed to serve a second term to fill in for
      another member that left the state)
  1995-96 - Second Year Director
  1994-95 - First Year Director
  1993-94 - President and Delegate to AHIMA House of Delegates
  1992-93 - President-Elect and Delegate to AHIMA House of Delegates
  1991-92 - Secretary
  1990-91 - Program Committee Member
  1989-1993 - Chairman, Archives Committee
  1989-90 - Co-Chairman, Education Committee
  1988 to Present - Member

Advisory Committee for Nursing Center, Arkansas Tech University
  1993 to Present - Member

Southwestern Memorial Hospital   1983 - 1988   Weatherford, OK
   Director, Medical Record Department
   ▪ Responsible for management of health information,
     quality assurance activities, ICD-9-CM and CPT-4
     coding, utilization review and DRG activities.

Gary Lawrence, M.D.   1984 - 1988   Weatherford, OK
   Office Manager/Receptionist

TEACHING EXPERIENCE

Current courses:

   HIM 1002 Orientation to Health Information Management
      Responsible for development and teaching of this course designed for
      freshmen HIM students or those unsure of a major.

   HIM 3024 Introduction to Health Information Management
      Completely reformatted for Fall, 2001 to also be offered
      as a web-based course.

   HIM 4063 Organization and Administration in HIM

   HIM 4073 Legal Concepts for the Health Fields
      Completely reformatted for Spring, 2001.

   HIM 4083 Health Organization Trends

   HIM 4092 Research in HIM
      Responsible for development of this course. Enables undergraduate HIM
      students to participate in research projects relating to their field of study.

   HIM 4892 Seminar in Health Information Management

   HIM 4895 Management Affiliation

Courses previously taught:

   AHS 3013 Medical Terminology

   HIM 2003 Fundamentals of Medical Transcription

   HIM 3033 Basic Coding Principles

   HIM 3043 Advanced Concepts in HIM

   HIM 3131 Nontraditional Health Records