## **Progress Report Deficiency Validation Tool Directions and Sample**

I. Review the Curriculum Report provided to the program at the conclusion of the site visit. This attachment is found on Standard 24 at the bottom:



- II. Curriculum deficiencies require the program to provide evidence that the deficiency has been resolved, and the assessment added to a course.
  - 1. <u>Provide an activity or assignment</u> for each cited deficiency; the submission needs to demonstrate that missing content and/or higher taxonomy has been addressed.
  - 2. Modify the existing syllabus to now reflect new activity or assignment, and make necessary updates to your learning management system.
  - 3. Complete the curriculum deficiency table for each partial (PM) or not met (NM) item by filling in all fields.
  - 4. The first four fields are copy/paste from the curriculum report: Domain/Subdomain/Competency/Reviewer Comment. The last field: Course Revision is provided by the program. It identifies in what course is the new content found, and a copy/paste of the assignment/assessment is added to this field.
- III. After completing a validation for each PM or NM, save file and attach to your response for Std. 24, and return the self-assessment back to CAHIIM by the due date (typically it is six months after the letter is sent to the program).

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Here is an example of a completed Deficiency Validation Tool:

Course Title	Domain	Domain I. Data Content, Structure & Standards
	Subdomain:	Subdomain I.A. Classification Systems
	Knowledge Cluster:	* Principles and applications of diagnostic and procedural groupings and audits
	Reviewer Comments	Rationale: (I.A.4). Assignments are not aligned with designated entry-level competency.  Guideline for Compliance: Prepare a new assignment which covers the evaluation of diagnostic/procedural groupings at a Bloom's level 5.
HIM2272	Course Revision:	HIM2272 Reimbursement assignment 4.0 and 4.1 Case mix issue includes DRG validation. This is from the HIM Case Studies book. In this assignment, students review MS-DRGs submitted over the past year and review for trends. Students must evaluate the data and identify the impact of errors on reimbursement. In addition, students must create an ongoing plan for auditing and reporting. Case Mix Issue 4.0, 4.1 and plan creation:  After completing assignments 4.0 and 4.1 (submitted separately), create an ongoing plan for your staff which includes (at least) addressing these questions. Imagine that you are presenting this plan to your administration. Your plan must be created in Power Point.  How will these errors be monitored and prevented in the future?  How often will this be audited? Which specific records will be audited?

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