



October 29, 2018

Thomas Quinn, Ed.D./President  
Kirtland Community College  
10775 N. St. Helen Road  
Roscommon, MI 48653

Dear President Quinn:

The Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) is pleased to inform you of its vote on **October 29, 2018** to award **Initial Accreditation to the Health Information Management Associate Degree Program at Kirtland Community College in Roscommon, Michigan.**

The comprehensive review conducted by the Health Information Management Accreditation Council and the CAHIIM Board of Directors recognizes the program's substantial compliance with the nationally established *CAHIIM Accreditation Standards*.

**Progress Report Requirement:** In order to maintain accreditation status the program must submit a progress report that satisfies the remaining Standard deficiencies that resulted from the review process. The attached Board Report reflects the current *Partial Met Standard* deficiencies that require the institution's attention and provides guidelines for resolution in order to achieve full compliance for the program. The following *Standard* is Partially Met: #24 Curriculum.

CAHIIM requests that a **Progress Report** be completed by **April 29, 2019**. Identify and implement the documents in which the manner that these deficiencies have been resolved and includes evidence of implementation. The program director will continue to submit this information in the CAHIIM Accreditation System. Failure to submit this report by the due date may place the program on Administrative Probationary Accreditation. An unsatisfactory progress report or a Substantive Change in Program Director during the progress report process may result in a Focused Review of the program.

The program will continue to participate and submit annually, outcomes information using the *CAHIIM Annual Program Assessment Report (APAR)* process. The program is invoiced for the Annual Accreditation Fee for 2019. The invoice is appended to this letter.

The Commission recognizes you and your colleagues for your commitment to continuous quality improvement in higher education, as demonstrated by your participation in programmatic accreditation.

Sincerely,

Charlotte S. Barrett, MBA, RHIA, FACHE, CAHIIM Chair

Cc: Mr. Steven Fosgard, Dean  
Ms. Susan Slajus, HIT Program Director  
Mr. George Payan, CAHIIM Accreditation Operations Manager  
Mr. Benjamin Reed, CAHIIM Business Manager  
Dr. Angela Kennedy, CAHIIM CEO

Encl: Initial Accreditation Award Certificate  
2019 Annual Accreditation Invoice



# CAHIIM

*The Commission on Accreditation for Health Informatics and  
Information Management Education verifies that the*

**Kirtland Community College**

**Roscommon, MI**

**Associate Degree**

*met the Educational Standards for a  
Health Information Management Program  
and is awarded initial accreditation effective*

**October 29, 2018**



Charlotte S. Barrett, MBA, FACHE, RHIA  
Chair, CAHIIM Board of Directors



Angela Kennedy, EdD, MBA, RHIA  
CAHIIM Chief Executive Officer