HIM: HEALTH INFORMATION MANAGEMENT

Courses

	Credit(s)	Contact	Lab

HIM 1000. INTRODUCTION TO HEALTH INFORMATION MANAGEMENT.   2   2   0

INTRODUCTION TO HEALTH INFORMATION MANAGEMENT Prerequisite: Admission to the Health Information Technology Program An introduction to health information management including the healthcare environment, healthcare data, and health information analysis. The history, evolution of health care in the United States, and the health information management professional are studied. Ambulatory care, long term care, mental health, and acute care health records are introduced. Forms design, filing methods, and types of numbering systems are covered.

HIM 1012. LEGAL ASPECTS OF HEALTH INFORMATION MANAGEMENT.   3   3   0

LEGAL ASPECTS OF HEALTH INFORMATION MANAGEMENT Prerequisites: Admission to the Health Information Technology Program This course provides basic knowledge of the United States of America court system and the interconnection between the health care system and the federal government. The student will learn concepts relating to health insurance portability accountability act (HIPAA), ethics, release of health information, record retention, and the legalities of electronic health records.

HIM 1110. HEALTH DATA CONCEPTS.   3   3   0

HEALTH DATA CONCEPTS Prerequisite: Minimum grade of C in HIM 1000 An introduction to the basic concepts and techniques for managing and maintaining health record systems. Topics include record content, format and uses of healthcare data, record systems: storage and retrieval, quantitative analysis of health data, forms design and control, release of information, function of indexes and registers, accreditation, certification and licensure standards applicable to healthcare facilities. Through the virtual healthcare systems lab, students will be given access to work on a variety of healthcare electronic systems, enhancing their technology skills and knowledge such as: Athens/Cerner electronic health records, Quadramed MPI, Quadramed Smart ID, Quadramed Encoder, and McKesson Horizons.

HIM 1211. HEALTH INFORMATION TECHNOLOGIES.   3   3   0

HEALTH INFORMATION TECHNOLOGIES Prerequisites: Minimum grade of C in HIM 1110 This course will review the evolution of information systems in healthcare, the major types of healthcare information system applications, the common hardware configuration, major types of databases, structured and unstructured data, decision support systems, confidentiality, privacy and security and emerging technologies.

HIM 1430. PRINCIPLES OF DISEASE.   3   3   0

PRINCIPLES OF DISEASE Prerequisite: Admission to the Health Information Technology program This course introduces the student to important concepts related to human diseases. The most common diseases and disorders of each body system are presented along with a review of the anatomy and physiology pertinent to the content. Additionally, the effects of aging on the system and the relationship of aging to disease are presented.

HIM 1453. ANATOMY AND PHYSIOLOGY.   3   3   0

ANATOMY AND PHYSIOLOGY Prerequisite: Admission to the Health Information Technology Program or Declared Medical Information Coder/Biller Certificate Program. This course will introduce students to the essentials of anatomy and physiology of the human body. Students will be provided an in-depth review of the structures and functions of the body systems. An emphasis will be placed on the relevance of anatomy and physiology to students' lives and career.

HIM 1800L. PROFESSIONAL PRACTICE EXPERIENCE.   3   0   9

PROFESSIONAL PRACTICE EXPERIENCE Prerequisites: Minimum grade of C in HSA 1100 and HIM 1012 This is an introductory level course giving the students their initial supervised professional practice experience in the health information management department.

HIM 2214. HEALTH CARE STATISTICS AND RESEARCH.   2   2   0

HEALTH CARE STATISTICS AND RESEARCH Prerequisites: Minimum grade of C in HIM 1000, and STA 2023 This course provides an introduction to the terms, definitions, and formulas used in computing healthcare statistics. In addition, the course will include vital statistics data and rates; basic statistical terminology and computations, including frequency distribution, measures of central tendency and measures of variation; techniques for presenting data via computer technology; and basic research terminology and methodologies.

HIM 2222C. BASIC ICD CODING.   4   3   3

BASIC ICD CODING Prerequisites: Admission to the A.S. HIT Program or be a declared Medical Information Coder/Biller Technical Certificate major and have a minimum grade of C in HIM 1453. This course will introduce the student to the ICD-10 CM classification system with an emphasis on the correct process of utilizing the alphabetic index and tabular list for code assignment. The focus will be on rules, conventions, instructions of ICD-10 CM, as well as the chapter specific guidelines, including criteria for assignment of principal and additional diagnosis in all applicable patient settings, will be addressed.

HIM 2253. BASIC CPT CODING.   3   3   0

BASIC CPT CODING Prerequisites: Minimum grade of C in HIM 2222C. Introduces basic coding principles, characteristics, and conventions of coding, using physicians' current procedural terminology (CPT). Focuses on evaluation and management coding, unbundling, starred procedures, separate procedures, global period, modifiers.

HIM 2500. QUALITY AND PERFORMANCE IMPROVEMENT.   2   2   0

QUALITY AND PERFORMANCE IMPROVEMENT Prerequisites: Minimum grade of C in HIM 1110 and HIM 1800L This course is an introduction to health care quality and performance improvement, utilization management, risk management, and credentialing. An introduction is also provided in basic health care research methodology, epidemiology, as well as statistical analysis, reporting and interpretation.

HIM 2512. SUPERVISION, ORGANIZATION, AND MANAGEMENT.   2   2   0

SUPERVISION, ORGANIZATION, AND MANAGEMENT Prerequisites: Minimum grade of C in HIM 1110 and HIM 1800L This course is an introduction to supervisory management, human resources, personnel and financial management. Included are employment skills, budgeting, human relations, and methods for analyzing and improving systems.

HIM 2729C. ADVANCED ICD CODING AND REIMBURSEMENT.	4	3	3

ADVANCED ICD CODING AND REIMBURSEMENT Prerequisites: Minimum grade of C in HIM 2222C This advanced coding course is designed to enhance the student's quality of coding by introducing chart application and DRG logic through practical application. Manual and automated coding and grouping and will be practiced. The prospective payment system, case mix analysis, and billing systems will also be discussed.

HIM 2810L. PROFESSIONAL PRACTICE EXPERIENCE II.	2	0	6

PROFESSIONAL PRACTICE EXPERIENCE II Prerequisites: Minimum grade of C in both HIM 2222C and HIM 2253 Students will apply knowledge and skills for coding patient records using the international classification of diseases (ICD) and/or the current procedural terminology (CPT) coding systems.

HIM 2820L. PROFESSIONAL PRACTICE EXPERIENCE III.	3	0	9

PROFESSIONAL PRACTICE EXPERIENCE III Prerequisites: Minimum grade of C in HIM 2500 and HIM 2810L or department approval. This is an advanced level clinical practice which allows the HIT students to participate in health information management functions in either an acute care or non-acute care setting. Topics addressed include various organization and supervision activities. The student will become familiar with and utilize various types of equipment, systems and processes used in health information departments.

HIM 2960. HEALTH INFORMATION TECHNICIAN REVIEW.	3	3	0

HEALTH INFORMATION TECHNICIAN REVIEW Prerequisite: HIM 2500 and HIM 2512 A comprehensive review of all the competencies studied in the health information technology program. Students are assisted in preparing for the national certification examination, as well as for entry into the health information management field.