HEALTH INFORMATION MANAGEMENT (HIM)

**HIM 103 Introduction to Health Information Management (4 Credits)**
**Prerequisites:** AH 111; BA 214 and CIS 120.
Provides an introductory survey of the subject matter covered throughout the health information management programs. Includes data and information governance, informatics, revenue cycle management, health law and compliance, and leadership. Students are required to pass a criminal history check prior to beginning HIM 103.

**HIM 104 Health Information Standards and Governance (4 Credits)**
**Prerequisites:** Instructor approval.
Provides an in-depth study of documentation standards in the healthcare system. Emphasis is defining quality healthcare data, data analysis, and information governance. Also explores the legislation that has impacted documentation standards, as well as the functions of healthcare documentation.

**HIM 105 Health Information Compliance and Analytics (4 Credits)**
**Prerequisites:** Instructor approval.
Provides an in-depth study of the federal and state requirements and accreditation guidelines for health data and information compliance. Emphasis is defining the role of the healthcare record as a basis for compliance and risk management in diverse healthcare settings.

**HIM 171 Project Management (2 Credits)**
**Prerequisites:** Instructor approval.
Provides a formal set of principles and procedures to use when implementing large undertakings to achieve a specific goal. Topics include project life cycle and tools.

**HIM 182 Introduction to Reimbursement and Classification Systems (4 Credits)**
**Prerequisites:** Instructor approval.
Provides an introductory survey of healthcare reimbursement methodologies and healthcare classification systems (coding systems).

**HIM 184 Pathophysiology and Pharmacology (5 Credits)**
**Prerequisites:** Instructor approval.
Provides an in-depth study of human disease processes which affect organs and interrelated body systems. Introduces general principles of pharmacology. Topics include etiology, physical signs and symptoms, diagnosis/treatment modalities, manifestations, prognosis of disease conditions, drugs, drug classes, and drug actions.

**HIM 190 HIPAA for Practical Experience (2 Credits)**
**Prerequisites:** Instructor approval.
Provides a medical legal foundation for professional practice experience with respect to HIPAA (Health Insurance Portability and Accountability Act), federal legislation enacted in 1996. Course focus is on the privacy and security rules of HIPAA Title II. This course is a requirement for enrollment in Professional Practice Experience (HIM 193).

**HIM 193 Professional Practice Experience I (2 Credits)**
**Prerequisites:** Instructor approval based on completion of first-year HIT curriculum.
Provides practical experience in a healthcare setting, under the supervision of a registered health information administrator or registered health information technician. Students report to an approved location and participate in activities related to HIM. Fulfills 60 hours (40 on site/20 off site) of 120 total professional practice experience hours required for program completion. P/NP grading.

**HIM 199 Selected Topics: Health Information Management (1-4 Credits)**
This course is in development.

**HIM 201 Legal and Ethical Aspects of Health Care (4 Credits)**
**Prerequisites:** Instructor approval.
Provides a medico-legal foundation with respect to laws and regulations affecting the health care industry. Special emphasis is placed on HIPAA (Health Insurance Portability and Accessiblity Act). Topics include: general law and ethics, bioethics, hospital and physician liability, medical staff bylaws, consents, and release of protected health information.

**HIM 202 Health Information Management Applications (2 Credits)**
**Prerequisites:** instructor approval.
Provides an opportunity to apply documentation standards, data analysis, and compliance and risk management policies and procedures through the use of simulated health records and other clinical documentation.

**HIM 203 Health Information Technologies (4 Credits)**
**Prerequisites:** Instructor approval based on completion of first-year HIM curriculum.
Provides an introduction and history of computer systems used in healthcare, the current status of health information systems in health care, and how they are specifically used in Heath Information Management.

**HIM 265 Health Information Management Community Service Learning Project (2 Credits)**
**Prerequisites:** Instructor approval.
Service learning combines meaningful service, academic instruction, and critical reflective thinking to enhance student learning and civic responsibility. Design, create, and implement a cooperative project related to accumulated HIM knowledge. Includes work with members of the community throughout the project.

**HIM 271 Quality Improvement in Health Care (4 Credits)**
**Prerequisites:** Instructor approval based on completion of first-year HIM curriculum.
Provides an analysis and application of quality management, risk management, and performance improvement. Includes performance improvement data analysis, identification of improvement opportunities based on performance measurements, and communicating improvement activities. Students will have the opportunity to examine and apply known team structures and quality improvement techniques while creating a performance improvement model.

**HIM 272 Management Principles and Leadership in HIM (4 Credits)**
**Prerequisites:** Instructor approval based on completion of first-year HIM curriculum.
Provides an introductory survey to management principles and leadership development in the Health Information Management profession. Course emphasizes management theory, planning, organizational models, financial resources, and the interpersonal aspects of leadership and management.

**HIM 273 HIM Capstone (2 Credits)**
**Prerequisites:** Instructor approval required based on completion of first-year HIM curriculum.
This capstone course is the culmination of the HIM program. The capstone project provides the student the opportunity to review and apply the knowledge, skills, and tools gained throughout the HIM course of study. Students will also review core curriculum identified by AHIMA as essential domains of learning and includes RHIT and CCA practice exams.
HIM 281 Healthcare Statistics (4 Credits)
Prerequisites: Instructor approval based on completion of first-year HIM curriculum.
Provides a study of statistical terminology and health care data collection. Focus is on specific statistical analysis of common health care data, the use of percentiles, research and descriptive data presentations.

HIM 282 Reimbursement Systems (4 Credits)
Prerequisites: Instructor approval required based on completion of first-year HIM curriculum.
Provides an overview of third party payers in a variety of healthcare settings. Includes commercial health insurance, government payers, workman's comp, and liability. This course also addresses coding compliance, coding for medical necessity and completion and submission of claims, including their electronic versions.

HIM 283 Coding Classifications I (4 Credits)
Prerequisites: Instructor approval required based on completion of first-year HIM curriculum.

HIM 284 Coding Classifications II (5 Credits)
Prerequisites: Instructor approval based on completion of first-year HIM curriculum.

HIM 285 Revenue Cycle Management (5 Credits)
Prerequisites: Instructor approval required based on completion of first-year HIM curriculum.
Provides an in-depth study of revenue cycle management from a multidisciplinary approach. Includes the components of the revenue cycle across health care settings and from the facility/provider prospective versus the patient perspective. Application of knowledge, skills, and abilities accumulated in prior terms related to classification and reimbursement systems.

HIM 293 Professional Practice Experience II (2 Credits)
Prerequisites: Instructor approval based on completion of first and second-year HIM curriculum.
Provides practical experience in a healthcare setting, under the supervision of a registered health information administrator or registered health information technician. Students report to an approved location and participate in activities related to HIM. Fulfills 60 hours (40 on site/20 off site) of 120 total professional practice experience hours required for program completion. P/NP grading.