HEALTH INFORMATION MANAGEMENT - ASSOCIATE OF APPLIED SCIENCE (AAS)

Description

The Health Information Management (HIM) Associate of Applied Science (AAS) degree equips students with the technical skills and knowledge needed for success in the field. This degree covers health information management principles, human relations, professional communication, healthcare statistics, and computer technology.

Students complete the degree in six academic quarters (approximately two years), earning an Associate of Applied Science in Health Information Management. Upon graduation, they are eligible to sit for the Registered Health Information Technician (RHIT) national credential examination.

Health information management professionals play a vital role in healthcare by collecting, analyzing, coding, managing, and safeguarding patient information. They also ensure compliance with healthcare regulations, support clinical and administrative decision-making, and contribute to revenue cycle management. Their expertise in data integrity, privacy, and security helps protect patient health records while maintaining ethical and legal standards.

Career opportunities span hospitals, clinics, provider offices, long-term care facilities, health insurance companies, medical device firms, healthcare software companies, government agencies, and public health organizations.

The Health Information Management program accreditor of Central Oregon Community College is the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). The College's accreditation for Associate degree in Health Information Management has been reaffirmed through 2030-2031. All inquiries about the program's accreditation status should be directed by mail to CAHIIM, 200 East Randolph Street, Suite 5100, Chicago, IL, 60601; by phone at (312) 235-3255; or by email at info@cahiim.org.

Program Learning Outcomes

Upon successful completion of the degree, students will be able to:

1. Demonstrate leadership skills and the impact of organizational change management in healthcare organizations.
2. Classify and apply concepts and principles to the practice of health information management, including analysis of data and health record privacy, confidentiality, and security.
3. Apply privacy, security, and legal processes impacting health information.
4. Apply the use of coding guidelines to the assignment of diagnostic and procedural coding.

Entrance Requirements

Academic Entrance Requirements

Students must complete CIS 120 Computer Concepts , AH 111 Medical Terminology, WR 121Z Composition I or BA 214 Business Communications, and BI 231 Human Anatomy and Physiology I or BI 105 Human Biology for Health Science Careers. All prerequisite courses must be completed with a grade of "C" or better to satisfy the program's admission requirements.

Other Entrance Requirements

- Students entering the spring term of their final year of the HIM program are required to have a criminal history check and 10-panel drug screen before enrolling in HIM 290 Professional Practice Experience. A student may be prevented from completing the program if there is a felony conviction on their record.
- The HIM Program adheres to the Oregon Administrative Rules (OAR) 409-030-0100 and OAR 409-030-0150 for clinical facility requirements. Documentation of immunizations is required for professional practice experience (Tdap, MMR, Varicella, TB, and Hep B). Flu and SARS-CoV-2 are recommended.
- Additional immunizations, background checks, and drug screens may be required by PPE sites at students' expense.

Additional Costs (Beyond Standard Tuition/Fees and Textbooks)

Material Costs

Required:

- The total cost varies based on required preparatory coursework and the level of program completion (certificate or degree). Additional estimated expenses of approximately $2,000 may include professional practice experience travel, AHIMA student membership, attendance at the OrHIMA Annual Conference each spring, a criminal history check, and other related costs.

Recommended:

- Students are strongly encouraged to have access to a computer with a web camera and reliable high-speed internet.

Course Requirements

Course	Title	Credits
Support Courses		
AH 111	Medical Terminology	3
BA 214	Business Communications	3-4
or WR 121Z	Composition I	
CIS 120	Computer Concepts	4
Choose One Option		4-12
Option One:		
BI 231 & BI 232 & BI 233	Human Anatomy and Physiology I and Human Anatomy and Physiology II and Human Anatomy and Physiology III	
Option Two		
BI 105	Human Biology for Health Science Careers	
Core Courses		
HIM 100	Pathophysiology and Pharmacology	4
HIM 110	HIPAA for Health Information Management Professionals	3
HIM 120	Coding Classifications I	4

HIM 121	Coding Classifications II	5
HIM 122	Coding Classifications III	4
HIM 130	Introduction to Reimbursement and Classification Systems	4
HIM 140	Healthcare Statistics	4
HIM 150	Reimbursement Systems	4
HIM 200	Introduction to Health Information Management	4
HIM 210	Legal and Ethical Aspects of Health Care	4
HIM 220	Revenue Cycle Management	5
HIM 230	Health Information Standards and Governance	4
HIM 240	Project Management	2
HIM 250	Health Information Technologies	4
HIM 260	Management Principles and Leadership in HIM	4
HIM 270	Health Information Compliance and Analytics	4
HIM 271	Quality Improvement in Health Care	4
HIM 290	Professional Practice Experience	2
Other Required Courses		
CIS 131	Software Applications	4
COMM 218Z	Interpersonal Communication	4
Total Credits		**91-100**

Advising Notes

The HIM program follows a cohort model, beginning each fall. Before joining the cohort, students must complete AH 111 Medical Terminology and BI 231 Human Anatomy and Physiology I or BI 105 Human Biology for Health Science Careers. While BA 214 Business Communications and/or WR 121Z Composition I are recommended prior to entry, they may be taken during the the first year of the program if available. Once enrolled in the cohort, students may complete the remaining courses in the A&P series and COMM 218Z Interpersonal Communication concurrently. Most HIM courses follow a set sequence throughout the academic year.

This degree is designed primarily for students planning to enter their chosen career upon graduation. However, credits are transferable to four-year degree programs per articulation agreements with the University of Cincinnati's online Bachelor of Science in Health Information Management and the Oregon Institute of Technology's Health Informatics Bachelor of Science.

Performance Standards

Academic Requirements:

- Students must have a 2.0 cumulative GPA to earn a COCC certificate or degree.
- All courses in the program must be completed with a grade of C or higher.

Sample Plan

First Year

Spring

		Credits
AH 111	Medical Terminology	3
BI 231	Human Anatomy and Physiology I [1]	4
COMM 218Z	Interpersonal Communication	4
CIS 120	Computer Concepts	4
	Credits	**15**

Second Year

Fall

BI 232	Human Anatomy and Physiology II	4
HIM 100	Pathophysiology and Pharmacology	4
HIM 110	HIPAA for Health Information Management Professionals	3
HIM 120	Coding Classifications I	4
	Credits	**15**

Winter

BI 233	Human Anatomy and Physiology III	4
BA 214 or WR 121Z	Business Communications or Composition I	3-4
HIM 121	Coding Classifications II	5
HIM 130	Introduction to Reimbursement and Classification Systems	4
	Credits	**16-17**

Spring

CIS 131	Software Applications	4
HIM 122	Coding Classifications III	4
HIM 140	Healthcare Statistics	4
HIM 150	Reimbursement Systems	4
	Credits	**16**

Third Year

Fall

HIM 200	Introduction to Health Information Management	4
HIM 210	Legal and Ethical Aspects of Health Care	4
HIM 220	Revenue Cycle Management	5
	Credits	**13**

Winter

HIM 230	Health Information Standards and Governance	4
HIM 250	Health Information Technologies	4
HIM 260	Management Principles and Leadership in HIM	4
	Credits	**12**

Spring

HIM 240	Project Management	2
HIM 270	Health Information Compliance and Analytics	4
HIM 271	Quality Improvement in Health Care	4
HIM 290	Professional Practice Experience	2
	Credits	**12**
	Total Credits	**99-100**

[1] Students may also take BI 105 in place of BI 231 / BI 232 / BI 233 sequence.