Course Descriptions:

HSC 3531 Medical Terminology (3) Study of the basic medical language skills, including pronunciation, spelling, word construction, and definitions necessary for communication in a medical environment.

HIM 3003 Health Information Documentation (2) Introduction to writing skills needed for documentation in various health care facilities/organizations. Emphasis is placed on techniques necessary to convert clinical observations and thoughts into documentation that meets accreditation and regulatory requirements. Medical spelling, symbols, abbreviations, and phrasing are covered.

HIM 3006 Foundations in Health Information Management (3) Introduction to the foundations of health information systems. Exploration of the content and format of health records, accreditation and regulatory standards for documentation, and data storage and retrieval methods. Health care statistics. Laboratory accompanying.

HIM 3016 Legal Aspects of Health Information (3) Prereq: HSA 3110. Study of legal, ethical, and regulatory requirements affecting the use, control, access, and disclosure of health information.

HIM 3116 Quality Management in Health Services (3) Introduction to quality and performance improvement in a health care facility. Focus on outcomes measurement, disease management process, and data quality assessment and integrity. Laboratory accompanying.


HIM 3626 Health Statistics and Research (3) Prereq: STA 2023, HSA 3110. An introduction to research design and methods with emphasis on health care outcomes improvement. Statistical analysis of health care data, including reporting and presentation techniques.

HIM 3806 Clinical Education I (1) Coreq/Prereq: HIM 3006. Introduction to health information functions within health care facilities. Rotation through technical functions of the department following the flow of patient data, including analysis; release of information; and storage, retrieval, and control procedures.
HIM 3930 Professional Development I (1) Structured learning experiences that introduce students to the health information management profession. Study of ethical standards of professional practice. Emphasis on preparing students to develop professional objectives and map career plans.

HIM 4226 Medical Classification Systems I (3) Coreq/Prereq: HIM 3438. Introduction to the principles and applications of ICD-10-CM/PCS. Overview of Diagnostic Related Groups (DRGs and MSDRGs). Management of coding services. Laboratory accompanying.


HIM 4306 Organization and Management of a Health Information Department I (3) Prereq: HIM 3006. Study of strategic and organizational management as related to the operation of a health information department with focus on leadership, planning, organizing, and managing resources. Laboratory accompanying.

HIM 4344 Organization and Management of a Health Information Department II (3) Prereq: HIM 4306. Continued study of management theories with practical application to the operation of a health information department with focus on work design, performance improvement, project management, and budgeting. Laboratory accompanying.

HIM 4406 Health Care Records (3) Study of health record systems in various types of non-acute and ambulatory health care facilities.


HIM 4816 Clinical Education II (1) Prereq: HIM 3006, HIM 3116, HIM 4226. Supervised learning experiences in health care facilities with emphasis on electronic health record applications, quality improvement, health care statistics, data analysis, and coding.

HIM 4838 Management Affiliation (3) Prereq: All HIM courses. Supervised learning experience in the administrative aspects of health information practice with emphasis on
leadership and management functions. Student will spend six weeks in the health information arena of a health care facility/organization. Division approval required.

**HIM 4932 Seminar, Health Information Management** (1) An examination of current issues and challenges facing the health care industry and the health information management profession. Effective leadership and problem solving skills will be explored.

**HIM 4933 Professional Development II** (1) Prereq: All HIM courses. Course content is designed to provide students with a review of all domains covered on the Registered Health Information Administrator (RHIA) national certification examination. Test taking strategies will be emphasized. A comprehensive examination covering all major course content offered in the curriculum will be administered.

**HIM 4935 Current Issues in Health Informatics & Information Management** (variable) Open to HIIM majors only. Provides an opportunity for the focused examination of topics having special and/or current significance for students in health informatics and information management. Topics may vary from semester to semester.

**HIM 4466 Advanced Health Informatics & Information Management Concepts** (variable) Open to HIIM majors only. Advanced concepts in health informatics and information management. Guided projects applying instructional resources in health data standards, quality management, systems technology, classification system, reimbursement methodologies, privacy and security issues.

Revised: 1/7/11; 2/20/12; 10/5/12; 1/21/14