HEALTH INFORMATION MANAGEMENT (HIM)

HIM 2345. The Language of Healthcare: Spanish.
An introduction of the practical language used in clinical settings to facilitate interaction with Spanish-speaking patients and healthcare professionals. Special emphasis is placed on the use of meaningful medical vocabulary for various healthcare professionals who work with Spanish-speaking patients and their families. Prerequisite: Two semesters of Spanish.
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about The Language of Healthcare: Spanish

HIM 2360. Medical Terminology.
Recognizing and understanding the vocabulary of the health care professions. Emphasis on medical prefixes, suffixes, and word roots as used in oral and written communications.
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Medical Terminology

HIM 3301. Principles of Health Information Management.
Exploration of the expanding role of the HIM professional. Emphasis will be on the organizational structure and delivery of healthcare in hospitals and other healthcare agencies and the associated roles of HIM professionals.
about Principles of Health Information Management
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Principles of Health Information Management

An introduction to the information technology aspects of health information management to include hardware components, systems architecture, operating systems, languages, software applications, tools, and related topics and concepts.
about Fundamentals of Health Information Systems
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Fundamentals of Health Information Systems

HIM 3311. Health Informatics, Analytics and Data Use.
This course provides an overview and introduction to healthcare data management. Topics in the course will include the system development life cycle, project management, information infrastructure and data analytics. Implementing healthcare information systems, decision making, and consumer informatics will also be examined.
about Health Informatics, Analytics and Data Use
3 Credit Hours. 2 Lecture Contact Hours. 2 Lab Contact Hours.
Grade Mode: Standard Letter
about Health Informatics, Analytics and Data Use

HIM 3350. Legal Aspects of HIM.
A study of the legal issues of Health Information Management with focus on statutory and regulatory requirements, case law and practical applications. Special legal problems associated with access to patient information, disposition of records, confidentiality and privacy, reporting requirements and compliance with current state and federal legislation are emphasized.
about Legal Aspects of HIM
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter

HIM 3367. Disease and Medical Science I.
An introduction to the general disease process. Stress is placed upon the occurrence of disease, the signs and symptoms of disease, the test values and findings of disease, and the therapeutic treatment of disease.
about Disease and Medical Science I
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter

HIM 3368. Disease and Medical Science II.
A continuation of Disease and Medical Science I.
about Disease and Medical Science II
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter

HIM 3380. Quality Improvement Regulations & Procedures for HIM.
Overview of regulatory agency requirements for quality improvement, utilization management and risk management. Methods for integrating these procedures for credentialing and peer review are explored.
about Quality Improvement Regulations & Procedures for HIM
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter

HIM 3390. Principles of Management in HIM.
This course provides a study of the principles of management in healthcare and related organizations. The course provides the opportunity to apply the fundamentals of management including ethical decision making and human resources in the expanded role of the HIM Professional.
about Principles of Management in HIM
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter

HIM 3463. Introduction and Technical Aspects of Health Information Management.
An introduction into principles and procedures used in health records organization, maintenance and retention, numbering and filing systems and procedures, forms control and design, and imaging. Emphasis placed on functions and duties of the HIM administrator, and relationships of the medical record to the health care delivery system.
about Introduction and Technical Aspects of Health Information Management
4 Credit Hours. 2 Lecture Contact Hours. 4 Lab Contact Hours.
Grade Mode: Standard Letter
about Introduction and Technical Aspects of Health Information Management
HIM 3464. Coding and Classification Systems I.
This course provides an introduction to ICD, CPT and other classifications and nomenclatures. Emphasis will be placed on the assignment of diagnosis and procedure codes. Management and the use of encoding systems is examined.
about Coding and Classification Systems I
4 Credit Hours. 2 Lecture Contact Hours. 2 Lab Contact Hours.
Course Attribute(s): Lab Required
Grade Mode: Standard Letter
about Coding and Classification Systems I

HIM 4101. Problems in Health Information Management.
Comprehensive study of selected problems related to professional practice issues and changes in the health information management field. Emphasis will be on problem solving and application of management skills. May be repeated with permission of department chair.
about Problems in Health Information Management
1 Credit Hour. 1 Lecture Contact Hour. 0 Lab Contact Hours.
Course Attribute(s): Exclude from 3-peat Processing
Grade Mode: Standard Letter
about Problems in Health Information Management

HIM 4225. Health Information Management Research and Education.
A course of independent reading and research with the student completing a research project and developing an in-service instructional module. Emphasis is on the application of health information management theory and clinical practice. (WI).
about Health Information Management Research and Education
2 Credit Hours. 2 Lecture Contact Hours. 0 Lab Contact Hours.
Course Attribute(s): Exclude from 3-peat Processing|Time Conflicts Permitted|Writing Intensive
Grade Mode: Standard Letter
about Health Information Management Research and Education

HIM 4331. Health Information Management Research and Data Analysis.
An introduction to research methods and experimental inquiry to acquaint the student with skills to critique and conduct studies in the health information management domains. The course will also provide the foundation for compiling, analyzing, and displaying statistics related to the delivery of healthcare.
about Health Information Management Research and Data Analysis
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Health Information Management Research and Data Analysis

HIM 4363. Comparative Record Systems.
Theory and procedures for the maintenance and regulation of patient health information records in non-hospital medical care facilities to include long term care, ambulatory care, psychiatric care, rehabilitation and prison record keeping systems.
about Comparative Record Systems
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Comparative Record Systems

HIM 4364. Coding and Classification Systems II.
This course is a continued study of ICD, CPT and other classifications and nomenclatures. The role of mapping among clinical terminologies is analyzed. The relationship with inpatient and ambulatory care reimbursement systems is also explored.
about Coding and Classification Systems II
3 Credit Hours. 2 Lecture Contact Hours. 2 Lab Contact Hours.
Course Attribute(s): Lab Required
Grade Mode: Standard Letter
about Coding and Classification Systems II

HIM 4370. Finance and Reimbursement Methodologies for HIM.
Course will address the reimbursement cycle from patient registration to claims billing with an emphasis on federal regulations and the role of HIM regarding payment systems. Topics will include accounting principles, budget processes, cost/benefit analysis, healthcare finance, compliance strategies, charge-master and casemix management, and payment systems and plans.
about Finance and Reimbursement Methodologies for HIM
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Finance and Reimbursement Methodologies for HIM

HIM 4383. Seminar in Health Information Management.
Problem-solving course designed to assimilate actual internship encounters and theory. Emphasis is on integration of knowledge and making transition to the applications required to function as a health information manager.
about Seminar in Health Information Management
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Course Attribute(s): Exclude from 3-peat Processing
Grade Mode: Standard Letter
about Seminar in Health Information Management

HIM 4385. Health Information Management Practicum.
Assignments made to promote uniformity and competency levels required of entry-level health information management professionals with practical application of administrative, management, and problem-solving skills required to complete projects and portfolio material. (WI).
about Health Information Management Practicum
3 Credit Hours. 0 Lecture Contact Hours. 8 Lab Contact Hours.
Course Attribute(s): Writing Intensive
Grade Mode: Standard Letter
about Health Information Management Practicum

HIM 4388. Practicum.
Faculty-led administrative training for the associate degree health information progression student. Emphasis is placed on analysis of HIM personnel functions, interdepartmental relations, use of health information technology, and committee assignments. Full-time participation of the student is required.
about Practicum
3 Credit Hours. 0 Lecture Contact Hours. 8 Lab Contact Hours.
Course Attribute(s): Lab Required|Time Conflicts Permitted|Writing Intensive
Grade Mode: Credit/No Credit
about Practicum
HIM 4389. Professional Practice Experience.
Supervised management experience and training in a healthcare or related setting. Student will participate in administrative, management, and problem-solving activities in the institutional setting. Full-time participation is required. Option for health information associate degree and post-baccalaureate students. (WI).

Grade Mode: Credit/No Credit

about Professional Practice Experience

3 Credit Hours. 1 Lecture Contact Hour. 40 Lab Contact Hours.

Course Attribute(s): Lab Required/Time Conflicts Permitted/Writing Intensive

Grade Mode: Standard Letter

HIM 4390. Contemporary Leadership Principles for HIM.
An analysis of the expanded role of the Health Information Management professional in the healthcare environment and application of the principles involved. Topics include strategic planning and forecasting, marketing, entrepreneurialism, leadership, motivation, consensus building, workforce diversity, change management, work redesign/reengineering, and project management. (WI).

Grade Mode: Credit/No Credit

about Contemporary Leadership Principles for HIM

3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.

Course Attribute(s): Writing Intensive

Grade Mode: Standard Letter

about Contemporary Leadership Principles for HIM

HIM 4401. Organizational Management of Health Information Technology.
This course studies the integrated use of health information technology throughout the healthcare organization. Students will evaluate how technology impacts the overall hospital operations from both a clinical and an administrative perspective, and will use planning and assessment tools to simulate health information technology system implementation. (WI).

Grade Mode: Credit/No Credit

about Organizational Management of Health Information Technology

4 Credit Hours. 3 Lecture Contact Hours. 2 Lab Contact Hours.

Grade Mode: Standard Letter

HIM 4501. Professional Practice Experience.
Supervised management experience and training in a healthcare or related setting. Student will participate in administrative, management, and problem-solving activities in the institutional setting. Full-time participation is required in addition to scheduled campus visits. (WI).

Grade Mode: Credit/No Credit

about Professional Practice Experience

5 Credit Hours. 1 Lecture Contact Hour. 40 Lab Contact Hours.

Course Attribute(s): Writing Intensive

Grade Mode: Credit/No Credit

about Professional Practice Experience

HIM 5301. The Enterprise Electronic Health Record.
This course provides an in-depth analysis of the concept of an organization-wide electronic health record system. A major focus will be on the analysis of how this technology impacts overall hospital operations from both a clinical and administrative perspective. Departmental approval required.

Grade Mode: Standard Letter

about The Enterprise Electronic Health Record

3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.

Grade Mode: Standard Letter

about The Enterprise Electronic Health Record

HIM 5311. Informatics, Analytics and Data Use.
This course provides an introduction to the fundamental concepts of data analytics and decision support. A major focus will be quality-driven data-based decision making systems for business intelligence, consumer informatics and health information exchanges. Department approval required.

Grade Mode: Standard Letter

about Informatics, Analytics and Data Use

3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.

Grade Mode: Standard Letter

HIM 5320. Research Methods for HIM.
This course provides an introduction to research study design, methods, descriptive and inferential statistics need to conduct research studies in the Health Information Management domains. The foundation for compiling, analyzing, and displaying healthcare statistics needed to report and monitor healthcare statistics in the workplace will also be covered. Department approval required.

Grade Mode: Standard Letter

about Research Methods for HIM

3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.

Grade Mode: Standard Letter

HIM 5340. Healthcare Informatics.
This course provides an overview and introduction to healthcare informatics. Topics in the course will include the information infrastructure, data needs, implementing healthcare information systems, decision making, privacy and security, consumer informatics and emerging technologies. Department approval required.

Grade Mode: Standard Letter

about Healthcare Informatics

3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.

Grade Mode: Standard Letter

HIM 5341. Healthcare Terminologies and Vocabularies.
This course will provide an overview of healthcare terminologies, code sets and classification schemes, and associated standards. Mapping and the relationship of SNOMED to an administrative classification system such as ICD-9-CM will be explored. The purpose and differences encountered in mapping a terminology to a classification will be examined. Department approval required.

Grade Mode: Standard Letter

about Healthcare Terminologies and Vocabularies

3 Credit Hours. 3 Lecture Contact Hours. 3 Lab Contact Hours.

Grade Mode: Standard Letter

HIM 5342. Information Systems and Technology.
This course provides an introduction to the fundamental concepts of health information technologies and information management strategic planning. A major focus will be design and selection of data-driven systems that offer strategic advantages, facilitate compliance and provide a return on investment. Department approval required.

Grade Mode: Standard Letter

about Information Systems and Technology

3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.

Grade Mode: Standard Letter

about Information Systems and Technology
HIM 5350. Legal Aspects of Electronic Health Information.
This course offers a detailed assessment of how state laws and federal regulations influence the development and management of protected health information within a healthcare organization. Department approval required.
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Legal Aspects of Electronic Health Information

HIM 5351. Data Security, Privacy, and Confidentiality.
This course provides a detailed assessment of how state laws and federal regulations influence the development and management of policies and technology to protect date security, privacy, and confidentiality of protected health information. Department approval required.
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Data Security, Privacy, and Confidentiality

HIM 5363. Health Data Content Structure and Standards.
This course provides an in-depth study of the components and use of health records. Interoperability and healthcare informatics standards for collecting, maintaining and tranferring healthcare data will be examined. The role of the HIM professional in developing an effective information governance program will be analyzed. Department approval required.
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Health Data Content Structure and Standards

This course will focus on healthcare financial and revenue cycle/ reimbursement management issues that impact the practice of Health Information Management. Specific topics covered include financial management, coding compliance, case mix index, revenue cycle, and reimbursement methods. Department approval required.
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Healthcare Finance and Revenue Cycle Management

HIM 5380. Quality Improvement in Health Care.
This course provides an in-depth study on quality improvement methodology to include data retrieval, display, outcomes analysis and the aspect of risk management for various sectors of healthcare. Mechanisms for promoting facility-wide participation in achieving optimum patient care as delineated in accreditation and government standards will be analyzed. Department approval required.
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Quality Improvement in Health Care

HIM 5382. Compliance for HIM Topics.
Compliance activities and methods will be covered for HIM topics to include HIPAA, fraud and abuse, coding auditing, severity of illness, data analytics, fraud surveillance, and clinical documentation improvement. Department approval required.
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Compliance for HIM Topics

HIM 5390. Contemporary Leadership Principles for HIM.
This course explores the expanded role of the Health Information Management professional in the healthcare environment. Topics include public policy development, executive decision making, strategic business alliances, change management, enterprise wide strategic planning, stakeholder engagement, training and development, information governance, cultural diversity and ethics. Department approval required.
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Contemporary Leadership Principles for HIM

HIM 5397. HIM Directed Practicum.
This course provides a one semester, part-time practicum experience in a healthcare or related organization. Included is an orientation to the organization and completion of a project suitable for implementation at the site. Department approval required.
3 Credit Hours. 0 Lecture Contact Hours. 10 Lab Contact Hours.
Grade Mode: Credit/No Credit
about HIM Directed Practicum

HIM 5399A. Thesis.
This course represents a student’s initial thesis enrollment to initiate the thesis project. No thesis credit is awarded until completion of HIM 5399B. Thesis is graded on a credit (CR), progress (PR), no credit (F) basis. Department approval required.
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Credit/No Credit
about Thesis

HIM 5399B. Thesis.
This course is a student’s continued enrollment in the thesis. The student continues to enroll in this course until the thesis is submitted for binding. This course is repeatable for credit until the thesis is completed. Course is graded on a credit (CR), progress (PR), no credit (F) basis. Department approval required.
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Credit/No Credit
about Thesis