Masters in Health Information Management (M.H.I.M.), Major in Health Information Management

Major Program

The major in health information management (M.H.I.M.) will offer current and emerging content about the evolving health information management field with the expanding reliance on patient data. The educational objectives of the program are:

• to prepare students for the emerging roles and functions within the health information management domain,
• to provide graduate level education that will prepare students to develop problem solving skills with the ability to analyze and evaluate systems, technology, regulations, data needs to assist in creating new methods, and in policy development,
• to provide a broad-based program of coursework that supports the varied aspects of HIM practice focusing on health data management, data analytics, health information technology project management, and compliance with regulations including privacy of patient information,
• to establish a framework for professional behavior and ethical principles to be used to guide decision-making and actions in the expanding role of health information management professionals, and
• to conduct research that will illustrate and define the health information body of knowledge.

The curriculum will help prepare leaders in the areas of information technology, data stewardship, Health Information Exchange information governance, clinical documentation integrity, project management, and quality data analytics.

Online Information

This program is taught exclusively online. For students residing outside of Texas and not planning on relocating to the state, please visit http://www.distancelearning.txstate.edu/ before applying.

Admission Policy

For information regarding admission application requirements and deadlines, please visit The Graduate College website at http://www.gradcollege.txstate.edu/him.html.

Degree Requirements

The M.H.I.M. degree is a 36-hour program with thesis and non-thesis options. It requires a 30 hour core of Health Information Management (HIM) courses, plus 6 hours of electives or thesis. The electives in Computer Information Systems (CIS), Health Administration (HA), and HIM Informatics allow the students to select a curriculum aligned with their career goals.

Thesis Option

Core Course Work

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>HIM 5301</td>
<td>The Enterprise Electronic Health Record</td>
<td>3</td>
</tr>
<tr>
<td>HIM 5311</td>
<td>Informatics, Analytics and Data Use</td>
<td>3</td>
</tr>
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<td>HIM 5320</td>
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<td>Quality Improvement in Health Care</td>
<td>3</td>
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<tr>
<td>HIM 5382</td>
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</tr>
<tr>
<td>HIM 5397</td>
<td>HIM Directed Practicum</td>
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</table>

Thesis Course Work

Choose a minimum 6 hours

<table>
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<tr>
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<tbody>
<tr>
<td>HIM 5399A</td>
<td>Thesis</td>
</tr>
<tr>
<td>HIM 5399B</td>
<td>Thesis</td>
</tr>
</tbody>
</table>

Total Hours: 36

Non-thesis Option

Core Course Work

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Prescribed Electives

Choose 6 hours from the following:

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<tr>
<td>HIM 5340</td>
<td>Healthcare Informatics</td>
</tr>
<tr>
<td>HIM 5341</td>
<td>Healthcare Terminologies and Vocabularies</td>
</tr>
<tr>
<td>HIM 5342</td>
<td>Information Systems and Technology</td>
</tr>
<tr>
<td>HA 5300</td>
<td>Healthcare Organization and Delivery</td>
</tr>
<tr>
<td>HA 5334</td>
<td>Operational Decision Making for Healthcare Managers</td>
</tr>
<tr>
<td>HA 5335</td>
<td>Public Health for Healthcare Administrators</td>
</tr>
<tr>
<td>HA 5355</td>
<td>Human Resource Management in Healthcare Facilities</td>
</tr>
<tr>
<td>HA 5356</td>
<td>Policy Development in Healthcare Arena</td>
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<tr>
<td>CIS 5355</td>
<td>Database Management Systems</td>
</tr>
<tr>
<td>CIS 5358</td>
<td>IT Systems Project Management</td>
</tr>
<tr>
<td>CIS 5364</td>
<td>Data Warehousing and Mining</td>
</tr>
<tr>
<td>CIS 5368</td>
<td>Information Security</td>
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</tbody>
</table>
Thesis Proposal

The student must submit an official Master’s Thesis Proposal form to their thesis committee. The required thesis proposal form may be obtained from The Graduate College at http://www.gradcollege.txstate.edu/gcforms.html. After signing the form and obtaining committee members’ signatures, graduate advisor’s signature (if required by the program), and the department chair’s signature, the student must submit the thesis proposal form with one copy of the proposal attached to the dean of The Graduate College for approval before proceeding with research on the thesis. If the thesis research involves human subjects, the student must obtain exemption or approval from the Texas State Institutional Review Board prior to submitting the proposal form to The Graduate College. If the thesis research involves vertebrate animals, the proposal form must include the Texas State IACUC approval code. It is recommended the thesis proposal form be submitted to the dean of The Graduate College by the end of the student’s enrollment in 5399A.

Thesis Committee

The thesis committee must be composed of a minimum of three approved graduate faculty members.

Thesis Enrollment and Credit

The completion of a minimum of six hours of thesis enrollment is required. Enrollment for the thesis will be in course number 5399A for a student’s initial thesis enrollment and a thesis B course for each subsequent thesis enrollment in the field in which the subject matter of the thesis falls, e.g., ENG 5399A, ENG 5199B, ENG 5299B, ENG 5399B, ENG 5599B, and ENG 5999B. Preliminary discussions regarding the selection of a topic and assignment to a research supervisor will not require enrollment for the thesis course.

A student will be required to enroll in and pay the fee for at least one hour of the thesis course during any term in which the student will receive thesis supervision or guidance and/or in which the student is using university resources. Failure to register for the thesis course during a term in which supervision is received may result in postponement of graduation. After initial enrollment in 5399A, the student will continue to enroll in a thesis B course as long as it takes to complete the thesis. In the rare case when a student has not previously enrolled in thesis and plans to work on and complete the thesis in one term, the student will enroll in both 5399A and 5399B. The only grades assigned for thesis courses are PR (progress), CR (credit), W (withdraw), and F (failing). If acceptable progress is not being made in a thesis course, the instructor may issue a grade of F. If the student is making acceptable progress, a grade of PR is assigned until the thesis is completed. The minimum number of hours of thesis credit (“CR”) will be awarded only after the thesis is filed in the Alkek Library and the librarian has electronically returned the thesis card to the office of The Graduate College.

A student who has selected the thesis option must be registered for the thesis course during the term or Summer I (during summer the thesis course runs ten weeks for both sessions) in which the degree will be conferred.

Fee Reduction

A master’s degree candidate for graduation may be eligible for a one-time fee reduction under V.T.C.A. Education Code, Section 54.054. Please refer to the section titled Fee Reduction in the Additional Fees and Expenses chapter of this catalog for more information.

Thesis Deadlines and Approval Process

Thesis deadlines are posted at the following web page: http://www.gradcollege.txstate.edu/Thes-Diss_Info/T-D_Deadlines.html. The completed thesis must be submitted to the chair of the thesis committee no later than 41 days before the date of the commencement at which the degree is to be conferred.

The following must be submitted to the office of The Graduate College no later than 24 days, not counting weekends or holidays, before the date of commencement at which the degree is to be conferred (see The Graduate College webpage for specific deadlines):

1. The Thesis/Dissertation Committee Approval form bearing original signatures of the student and all committee members.
2. One (1) copy of the thesis in final form, approved by all committee members, on standard paper (Hard-copy Submission Option) or PDF of the thesis in final form, approved by all committee members, uploaded in the on-line Vireo submission system (Vireo On-line Submission Option).

After the dean of The Graduate College approves the thesis, the process is as follows:

1. For the Vireo On-line Submission Option:
   a. No copies are required to be submitted to the Alkek Library. However, Alkek will bind copies submitted that the student wants bound for personal use. Personal copies are not required to be printed on archival quality paper. The student will take the personal copies to the Alkek Library and pay the binding fee for personal copies.

Courses Offered

Health Information Management (HIM)

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.

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.
about Informatics, Analytics and Data Use
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Informatics, Analytics and Data Use

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.
about Research Methods for HIM
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Research Methods for HIM

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.
about Healthcare Informatics
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Healthcare Informatics

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.
about Healthcare Terminologies and Vocabularies
3 Credit Hours. 3 Lecture Contact Hours. 3 Lab Contact Hours.
Grade Mode: Standard Letter
about Healthcare Terminologies and Vocabularies

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.
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.
about Legal Aspects of Electronic Health Information
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 data security, privacy, and confidentiality of protected health information. Department approval required.
about Data Security, Privacy, and Confidentiality
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 transferring healthcare data will be examined. The role of the HIM professional in developing an effective information governance program will be analyzed. Department approval required.
about Health Data Content Structure and Standards
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.
about Healthcare Finance and Revenue Cycle Management
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.
about Quality Improvement in Health Care
3 Credit Hours. 3 Lecture Contact Hours. 0 Lab Contact Hours.
Grade Mode: Standard Letter
about Quality Improvement in Health Care

HIM 5381. 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.
about Quality Improvement in Health Care
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

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

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

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

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