

DEPARTMENT OF HEALTH INFORMATION MANAGEMENT

Encino Hall Room 310B
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www.health.txstate.edu/HIM (<http://www.health.txstate.edu/HIM>)

The Health Information Management major prepares students to work in the health information management profession which focuses on healthcare data and the management of health care information resources. The profession addresses the nature, structure, and translation of data into usable forms of information including the electronic health record for the advancement of health and health care of individuals and populations.

Health Information Management professionals collect, integrate, and analyze primary and secondary healthcare data, disseminate information, and manage information resources related to the research, planning, provision, and evaluation of healthcare services. HIM professionals are an integral part of the planning, implementing and utilization of electronic health record systems.

Health Information Management professionals work in multiple settings throughout the healthcare industry. These include the continuum of care delivery organizations; hospitals, multispecialty clinics and physician practices, long-term care, mental health, and other ambulatory care settings. The profession has recently seen significant expansion in nonpatient care settings, with careers in managed care and insurance companies, electronic health record vendors, consulting services, government agencies, education, and pharmaceutical companies.

The program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education. Upon completion of the degree, graduates of the program are eligible to sit for the RHIA (Registered Health Information Administrator) examination offered by the American Health Information Management Association.

The BSHIM is offered in two formats—the traditional campus-based program and an online program.

- The traditional campus-based program is a two plus two program with completion of general education core curriculum and program prerequisite coursework during the first two years. Following application and acceptance into the program, the final two years consist of the professional coursework reinforced with a professional practice experience assignment in a hospital or health care related organization. Application deadline is March 31st.
- The online program is offered to non-traditional students who have completed the general education core curriculum and program prerequisite coursework and those who have already completed an associate degree in health information or other degree. The courses in this format are offered via web-based instruction, independent study, and a professional practice experience. Application deadline is March 31st.

Immunization Requirements

It is a policy of the College of Health Professions that each student must provide a Health Report form completed by a physician or licensed healthcare provider, providing evidence of specific immunizations before the student can be placed in a professional practice experience

assignment. Information on these requirements and forms may be obtained through the Department of Health Information Management.

Background Checks and Drug Screening

As a condition for placement in professional practice experience sites, students may be required to have a background check and/or drug screening and/or meet other specific requirements as set by individual sites. Information on these requirements may be obtained through the Department of Health Information Management.

Bachelor of Science in Health Information Management (B.S.H.I.M.)

- Major in Health Information Management (<http://mycatalog.txstate.edu/undergraduate/health-professions/information-management/bshim>)

Minor

- Health Information Management (<http://mycatalog.txstate.edu/undergraduate/health-professions/information-management/minor>)

Courses in 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

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

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.

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

Grade Mode: Standard Letter

HIM 3310. Fundamentals of Health Information Systems.

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.

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

Grade Mode: Standard Letter

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.

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

Grade Mode: Standard Letter

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.

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

Grade Mode: Standard Letter

HIM 3364. Coding and Classification Systems.

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 use of encoding systems is examined. Departmental approval required.

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

Course Attribute(s): Lab Required

Grade Mode: Standard Letter

HIM 3367. Disease and Medical Science.

This course provides 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.

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.

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.

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.

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

Grade Mode: Standard Letter

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.

1 Credit Hour. 1 Lecture Contact Hour. 0 Lab Contact Hours.

Course Attribute(s): Exclude from 3-peat Processing

Grade Mode: Standard Letter

HIM 4320. Principles of Information Governance.

This course applies the principles of Information Governance to guide the HIM professional's evolving role in the transition from paper to electronic health records and managing the increasing volume of electronic health data. Topics include data architecture, analytics, integrity, quality and decision support; enterprise content management; and consumer informatics. Departmental approval required.

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

Course Attribute(s): Exclude from 3-peat Processing

Grade Mode: Standard Letter

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.

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

Grade Mode: Standard Letter

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.

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

Grade Mode: Standard Letter

HIM 4364. Coding and Compliance for HIM.

This course provides a continued study of coding and classification systems including the role of mapping among clinical terminologies. Compliance activities and methods will be covered for HIM topics to include code audits, fraud and abuse, and clinical documentation improvement.

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

Course Attribute(s): Lab Required

Grade Mode: Standard Letter

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.

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

Grade Mode: Standard Letter

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.

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

Course Attribute(s): Exclude from 3-peat Processing

Grade Mode: Standard Letter

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).

3 Credit Hours. 0 Lecture Contact Hours. 8 Lab Contact Hours.

Course Attribute(s): Writing Intensive

Grade Mode: Standard Letter

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.

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

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).

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

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

Grade Mode: Credit/No Credit

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).

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

Course Attribute(s): Writing Intensive

Grade Mode: Standard Letter

HIM 4393. Project Management for Health Information Management.

This course provides pragmatic guidance in the management of HIM projects by analyzing critical success factors and skills required to organize, plan, monitor, and control projects in healthcare settings. Cost and schedule estimation techniques are presented together with proposal writing, negotiation, communication, risk management, HIM technology assessment, and quality measurement. Departmental approval required. (WI).

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

Course Attribute(s): Writing Intensive

Grade Mode: Standard Letter

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.

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).

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

Course Attribute(s): Writing Intensive

Grade Mode: Credit/No Credit