Health Information Management

Degree Type
Associate of Occupational Science
60 credits, 20 months

Program Objectives

The Associate of Occupational Science in Health Information Management program prepares students for entry level employment in the exciting and growing field of health information. The program focuses on the skills related to health information management systems, preparing students to work in a wide range of healthcare organizations. This program includes pathway options for specialized tracks: revenue management and data management. The program also includes an avenue to credentialing exams, such as the AHIMA Certified Coding Associate (CCA) or the Registered Health Information Technician (RHIT), including options to higher credentialing exams.

Hands-on, practical experience is the focus of the program, which utilizes the EHR Go enabling students to solve problems that simulate those issues encountered in the modern healthcare marketplace, and also includes a practicum program to gain actual workplace experience and networking opportunity.

The program learning outcomes are:

- Students will Identify standards for exchange of health information.
- Students will validate assignment of diagnostic and procedural codes and groupings in accordance with official global guidelines.
- Students will examine behaviors that embrace cultural diversity.
- Students will calculate statistics for health care operations.
- Students will report health care data through graphical representations.
- Students will Identify the components of risk management related to health information management.
- Students will be able to identify the impact of policy on health care.
- Students will assess ethical standards of practice.

Following the completion of this program, students will be able to:

- Describe how to utilize medical terminology, anatomy & physiology, pathology, and pharmacology terms in the field.
- Demonstrate problem solving skills in utilizing the United States healthcare system, including health data management, clinical classification systems, reimbursement methodologies, health statistics, biomedical research, quality management, healthcare privacy, confidentiality, legal and ethical issues, information technology and systems, data storage and retrieval, data security and healthcare information systems, financial and resource management.
- Demonstrate an understanding of the collection, maintenance and record keeping process with healthcare data in accordance with established professional best practice guidelines.
- Logically interpret and translate diagnosis, conditions, and procedures into medical codes using a variety of standard formats, including ICD, CPT, and HCPCS.
- Monitor personal and group productivity and organizational processes to make recommendations for improvements in record quality, employee, and organizational performance.
- Describe the utility of analytic tools to visualize, interpret, and present data to help provide decision support and drive strategic initiatives.
- Work in a variety of medical environments.

Employment Opportunities

The following is a list of example occupations that one could pursue upon graduation.

- Health Information Technician
- Healthcare Data Analyst
- Medical Records Technician
- Compliance Auditor Officer
- Clinical Data Specialist
- Patient Information Coordinator
- Data Resource Administrator
- Research and Decision Support Specialist

The following is a list of example organizations in which one could pursue employment:

- Hospitals
- Ambulatory Care Settings
- Hospice
- Insurance Companies
- Physician Offices
- Health Information Vendors
- Long Term Care Facilities

Standard Occupational Classification (SOC)* Codes

include, but are not limited to, the following:

- 20-2071.00 – Medical Records and Health Information Technicians
- 43-6013.00 – Medical Secretaries

*Detailed information regarding classifications can be found at www.onetonline.org.

Program Completion

Students must earn a minimum of 60 curriculum credits with a CGPA of 2.0 or higher to graduate with the Associate of Occupational Science in Health Information Management degree. Students who elect to do so may also sit for medical coder certifications (i.e., CCA); certification completion is not required to graduate.

Program Outline by Term

Each semester is 16 weeks, split into two 8-week terms. The following term schedule is subject to change.

Term 1	UNV-101S/HIM-100 (First 8 weeks) BIO-105S/BIO-115S (Second 8 weeks)
Term 2	HIM-110/HIM-120 HIM-150/HIM-200
Term 3	HIM-130/HIM-140 HIM-205/MAT-110S
Term 4	HIM-210/ENG-110S HIM-220/ENG-112S

Term 5	HIM-230/CRT-110S HIM-299/COM-115S

Core Courses

Course Code	Title	Credits
UNV-101S	Student Success and Technology Foundations	3
BIO-105S	Anatomy and Physiology	3
BIO-115S	Pathology and Disease Process & Pharmacology	3
HIM-100	Introduction to Health Information Technology	3
HIM-110	ICD Diagnosis Coding and Application	3
HIM-120	ICD Procedure Coding	3
HIM-130	ICD Procedure Coding Applications	3
HIM-140	Healthcare Insurance and Reimbursement	3
HIM-150	CPT and HCPCS Coding	3
HIM-200	Healthcare Law & Ethics and Application	3
HIM-205	Computer Systems for Health Information Technology	3
HIM-210	Healthcare Statistics and Quality Improvement	3
HIM-220	Human Resources and Organizational Management	3
HIM-230	Data Analytics and Management	3
HIM-299	Professional Practice Experience	3

Note: Bryan University strives to deliver students the most up to date courses possible. The textbooks listed in the following course descriptions are subject to change. Students should always refer to the course syllabus for textbook information.

General Education Courses

Course Code	Title	Credits
ENG-110S*	English Composition I	3
MAT-110S*	Algebra I	3
ENG-112S*	English Composition II	3
CRT-110S*	Critical Thinking I	3
COM-115S	Interpersonal Communication	3

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	Total Credits	**60**