

Program Planning Guide

Health Information Technology, Certificate in Electronic Health Records (C45360-ER)

See the College Catalog for details regarding: Limited Enrollment Curriculum; Entrance Standards; Required Admissions Criteria and Requirements for Acceptance. <http://www.cccc.edu/curriculum/majors/hit/>

Program Length: 2 semesters

Career Pathway Options: Associate in Applied Science in Health Information Technology, Diploma, Certificate(s)

Program Site(s): Harnett Health Sciences (Online/Evening)

Suggested Course Schedule:	Hours				Grade	Semester	Notes
	Class	Lab	Clinical	Credit			
1st Semester (Fall)							
CIS 110	Introduction to Computers	2	2	0	3		
HIT 110	Fundamentals of HIM	3	0	0	3		
HIT 215	Reimbursement Methodology	1	2	0	2		
HIT 220	Health Informatics & EHRs	1	2	0	2		
HIT 221	Lifecycle of EHR	2	2	0	3		
		9	8	0	13		
2nd Semester (Spring)							
HIT 114	Health Data Sys/Standards	2	3	0	3		
HIT 216	Quality Management	1	3	0	2		
		3	6	0	5		

Total Semester Hours Credit: 18

Course Descriptions:

CIS 110 Introduction to Computers 2-2-0-3

This course introduces computer concepts, including fundamental functions and operations of the computer. Topics include identification of hardware components, basic computer operations, security issues and use of software applications. Upon completion, students should be able to demonstrate an understanding of the role and function of computers and use the computer to solve problems. This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics (Quantitative).

HIT 110 Fundamentals of HIM 3-0-0-3

This course introduces Health Information Management (HIM) and its role in healthcare delivery systems. Topics include standards, regulations and initiatives; payment and reimbursement systems, healthcare providers and disciplines; and electronic health records (EHRs). Upon completion, students should be able to demonstrate an understanding of health information management and healthcare organizations, professions and trends.

HIT 114 Health Data Sys./Standards 2-3-0-3

This course covers concepts and techniques for managing and maintaining manual and electronic health records (EHR). Topics include structure and use of health information including data collection and analysis, data sources/sets, archival systems and quality and integrity of healthcare data. Upon completion, students should be able to monitor and apply system-wide clinical documentation guidelines and comply with regulatory standards.

HIT 215 Reimbursement Methodology 1-2-0-2

This course covers reimbursement methodologies used in all healthcare settings as they relate to national billing, compliance, and reporting requirements. Topics include prospective payment systems, billing process and procedures, chargemaster maintenance, regulatory guidelines, reimbursement monitoring, and compliance strategies and reporting. Upon completion, students should be able to perform data quality reviews to validate code assignment and comply with reimbursement and reporting requirements.

HIT 216 Quality Management 1-3-0-2

Prerequisite: HIT 114

This course introduces principles of quality assessment and improvement, and utilization, risk, and case management, in healthcare. Topics include Continuous Quality Improvement, and case management processes, data analysis/reporting techniques, credentialing, regulatory quality monitoring requirements, and outcome measures and monitoring. Upon completion, students should be able to abstract, analyze, and report clinical data for facility-wide quality management/performance improvement programs and monitor compliance measures.

HIT 220 Health Informatics & EHRs 1-2-0-2

Prerequisite: HIT 114 and CIS 110

This course covers EHR systems, design, implementation and application. Topics include EHR, Informatics, speech & imaging technology, information/network security & integrity, data dictionaries, modeling and warehousing. Upon completion, students should be able to facilitate usage of electronic health record systems and other technologies.

HIT 221 Lifecycle of EHR 2-2-0-3

This course covers the system selection, design and implementation of an electronic health record (EHR) in integrated delivery networks. Topics include the system development life cycle, analysis of existing systems, required resources, and common resource constraints. Upon completion, students should be able to understand system development life cycles, analyze design and engineering, and make recommendations to improve efficiency of operations.