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**Health Information Technology (HIT) Program**

**Course Curriculum**

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| **Semester 01**   (Tuition: $950  Books: $710-$1,650) |
| **Course #** | **Course Title** | **Credits** |
| 10-501-101 | Medical Terminology | 3 |
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| Credits: 3 Lecture Hours: 54This course focuses on the component parts of medical terms: prefixes, suffixes and word roots. Students practice formation, analysis and reconstruction of terms. Emphasis on spelling, definition and pronunciation. Introduction to operative, diagnostic, therapeutic and symptomatic terminology of all body systems, as well as systemic and surgical terminology. |
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| 10-806-189 | Basic Anatomy *\* OR \** | 3 |
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| Credits: 3 Lecture Hours: 54Examines concepts of anatomy and physiology as they relate to health careers. Learners correlate anatomical and physiological terminology to all body systems. |
| 10-806-177 | General Anatomy & Physiology | 4 |
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| Credits: 4 Lecture Hours: 54 Lab Hours: 36Students examine basic concepts of human anatomy and physiology as they relate to health sciences. Students use a body systems approach to analyze the interrelationships between structure and function at the gross and microscopic levels of organization of the entire human body. They apply basic concepts of whole body anatomy and physiology to make informed decisions as health care professionals and to communicate professionally with colleagues and patients. Prerequisites: HESI Score = 76, and High school chemistry or college chemistry with a minimum grade of C, or Fundamentals of Chemistry (10-806-109) |
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|  |  | **6/7** |
| **Semester 02**   (Tuition: $2,070  Books: $1,110-$1,410) |
| **Course #** | **Course Title** | **Credits** |
| 10-501-107 | Digital Literacy for Healthcare | 2 |
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| Credits: 2 Lecture Hours: 18 Lab Hours: 36Provides an introduction to basic computer functions and applications utilized in contemporary healthcare settings. Students are introduced to the hardware and software components of modern computer systems and the application of computers in the workplace. Emphasizes the use of common software packages, operating systems, file management, word processing, spreadsheet, database, Internet, and electronic mail. |
| 10-530-162 | Foundations of HIM | 3 |
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| Credits: 3 Lecture Hours: 54Introduces learners to the healthcare delivery system and the external forces that influence healthcare delivery. Sets an understanding for the expectations and standards related to professional ethics, confidentiality and security of health information. Differentiates the use and structure of healthcare data elements, data standards, and the relationships between them. Prepares learners to collect and maintain health data to ensure a complete and accurate health record. Note: Students must have already completed or have concurrent enrollment in Digital Literacy for Healthcare (10-501-107). |
| 10-530-182 | Human Diseases for the Health Professions | 3 |
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| Credits: 3 Lecture Hours: 54Prepares learners to interpret clinical documentation that they will encounter in a variety of healthcare settings. Emphasis is placed on understanding the common disorders and diseases of each body system to include the etiology (cause), signs and symptoms, diagnostic tests and results, and medical treatments and surgical procedures. Prerequisites: Medical Terminology (10-501-101) General Anatomy & Physiology (10-806-177) or Basic Anatomy (10-806-189) |
| 10-530-197 | ICD Diagnosis Coding | 3 |
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| Credits: 3 Lecture Hours: 36 Lab Hours: 36Prepares students to assign ICD diagnosis codes supported by medical documentation with entry level proficiency. Students apply instructional notations, conventions, rules, and official coding guidelines when assigning ICD diagnosis codes to case studies and actual medical record documentation. Note: Students must have already completed or have concurrent enrollment in Human Diseases for the Health Professions (10-530-182). Prerequisites: Medical Terminology (10-501-101) General Anatomy & Physiology (10-806-177) or Basic Anatomy (10-806-189) |
| 10-530-199 | ICD Procedure Coding | 2 |
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| Credits: 2 Lecture Hours: 18 Lab Hours: 36Prepares students to assign ICD procedure codes supported by medical documentation with entry level proficiency. Students apply instructional notations, conventions, rules, and official coding guidelines when assigning ICD procedure codes to case studies and actual medical record documentation. Corequisites: Human Diseases for the Health Professions (10-530-182) |
|  |  | **13** |
| **Semester 03**   (Tuition: $2,070  Books: $290-$380) |
| **Course #** | **Course Title** | **Credits** |
| 10-530-165 | Intermediate Coding | 3 |
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| Credits: 3 Lecture Hours: 18 Lab Hours: 72Prepares students to assign ICD and CPT/HCPCS codes supported by medical documentation and official coding guidance to support appropriate reimbursement. Students will participate in CDI activities, including preparation of appropriate physician queries in accordance with compliance guidelines. Note: Students must have already completed or have concurrent enrollment in Healthcare Reimbursement (10-530-185) and ICD Procedure Coding (10-530-199). Prerequisites: CPT Coding (10-530-184) ICD Diagnosis (10-530-197) |
| 10-530-178 | Healthcare Law & Ethics | 2 |
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| Credits: 2 Lecture Hours: 36Examines regulations for the content, use, confidentiality, disclosure, and retention of health information. An overview of the legal system and ethical issues are addressed. Prerequisite: Foundations of HIM (10-530-162) |
| 10-530-184 | CPT Coding | 3 |
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| Credits: 3 Lecture Hours: 36 Lab Hours: 36Prepares learners to assign CPT codes, supported by medical documentation, with entry level proficiency. Learners apply CPT instructional notations, conventions, rules, and official coding guidelines when assigning CPT codes to case studies and actual medical record documentation. Prerequisites: Medical Terminology (10-501-101) General Anatomy & Physiology (10-806-177) or Basic Anatomy (10-806-189) |
| 10-530-185 | Health Care Reimbursement | 2 |
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| Credits: 2 Lecture Hours: 18 Lab Hours: 36Prepares learners to compare and contrast health care payers, illustrate the reimbursement cycle, and to comply with regulations related to fraud and abuse. Learners assign Diagnosis Related Groups (DRGs), Ambulatory Payment Classifications (APCs) and Resource Utilization Groups (RUGs) with entry-level proficiency using computerized encoding and grouping software. Note: Students must have already completed or have concurrent enrollment in ICD Procedure Coding (10-530-199). Prerequisites: Foundations of HIM (10-530-162) Human Diseases for the Health Professions (10-530-182) CPT Coding (10-530-184) ICD Diagnosis Coding (10-530-197) |
| 10-801-196 | Oral/Interpersonal Communication | 3 |
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| Credits: 3 Lecture Hours: 54Students demonstrate competency in speaking, verbal and nonverbal communication, and listening skills through individual presentations, group activities and other projects. |
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| **Semester 04**   (Tuition: $2,380  Books: $160-$310) |
| **Course #** | **Course Title** | **Credits** |
| 10-530-163 | Healthcare Stats and Analytics | 3 |
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| Credits: 3 Lecture Hours: 54Explores the management of medical data for statistical purposes focusing on descriptive and inferential statistics including definition, collection, calculation and compilation of numerical data. Examines data analytics, retrieval, presentation, and research methodologies. Prerequisite: Foundations of HIM (10-530-162) |
| 10-530-164 | Intro to Health Informatics | 3 |
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| Credits: 3 Lecture Hours: 36 Lab Hours: 36Emphasizes the role of information technology in healthcare through an investigation of the electronic health record (EHR), business, and health information software applications. Learners will develop skills to assist in enterprise information management and database architecture design and implementation. Prerequisites: Digital Literacy for Healthcare (10-501-107) Foundations of HIM (10-530-162) |
| 10-801-195 | Written Communication | 3 |
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| Credits: 3 Lecture Hours: 54Students develop writing skills through prewriting, drafting, revising, and editing. Students complete writing assignments designed to help the learner analyze audience and purpose, research and organize ideas, and format and design documents based on subject matter and content. Students develop critical reading and thinking skills through the analysis of a variety of written documents. |
| 10-809-166 | Intro to Ethics: Theory & App | 3 |
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| Credits: 3 Lecture Hours: 54The learner will engage in the basics of theoretical foundations of ethical thought. Diverse ethical perspectives will be used to analyze and compare relevant issues. Learners will critically evaluate individual, social and/or professional standards of behavior, and apply a systematic decision-making process to these situations. |
| 10-809-198 | Intro to Psychology | 3 |
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| Credits: 3 Lecture Hours: 54Students survey the multiple aspects of human behavior. This involves a survey of the theoretical foundations of human functioning in such areas as learning, motivation, emotions, personality, deviance and pathology, physiological factors, and social influences. The student forms an insightful understanding of the complexities of human relationships in personal, social, and vocational settings |
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| **Semester 05**   (Tuition: $2,060  Books: $840-$1,350) |
| **Course #** | **Course Title** | **Credits** |
| 10-530-161 | Health Quality Management | 3 |
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| Credits: 3 Lecture Hours: 54Explores the programs and processes used to manage and improve healthcare quality. Addresses regulatory requirements as related to performance measurement, assessment, and improvement, required monitoring activities, risk management and patient safety, utilization management, and medical staff credentialing. Emphasizes the use of critical thinking and data analysis skills in the management and reporting of data. Note: HIT program students must have already completed or have concurrent enrollment in Healthcare Stats and Analytics (10-530-163). Prerequisites: Foundation of HIM (10-530-162) |
| 10-530-166 | HIT Capstone | 1 |
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| Credits: 1 Lecture Hours: 18Prepares the student to enter the workforce. Topics may include resume and cover letter writing, interviewing skills, portfolio preparation, and RHIT examination preparation. Corequisites: Health Quality Management (10-530-161) Management of HIM Resources (10-530-164) Prerequisite: Intermediate Coding (10-530-165) |
| 10-530-167 | Management of HIM Resources | 3 |
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| Credits: 3 Lecture Hours: 54Examines the principles of management to include planning, organizing, human resource management, directing, and controlling as related to the health information department. Prerequisite: Foundations of HIM (10-530-162) Intro to Health Informatics (10-530-164) |
| 10-530-196 | Professional Practice | 3 |
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| Credits: 3 Lecture Hours: 18 Occupational Hours: 144Applies previously acquired skills and knowledge by means of clinical experiences in the technical procedures of health record systems and discussion of clinical situations. Student may participate in a supervised clinical experience in healthcare facilities. Note: Students must have already completed or have concurrent enrollment in Health Quality Management (10-530-161) and Management of HIM Resources (10-530-167). Prerequisites: Intro to Health Informatics (10-530-164) Intermediate Coding (10-530-165) |
| 10-809-172 | Introduction to Diversity Studies | 3 |
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| Credits: 3 Lecture Hours: 54Students draw from several disciplines to reaffirm the basic American values of justice and equality by learning a basic vocabulary, a history of immigration and conquest, principles of transcultural communication, legal liability and the value of aesthetic production to increase the probability of respectful encounters among people. In addition to an analysis of majority/minority relations in a multicultural context, the topics of ageism, sexism, gender differences, sexual orientation, the disabled and the American Disability Act (ADA) are explored. Ethnic relations are studied in global and comparative perspectives. |
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| **Total Credits: 60/61** |
| **Estimated Total Tuition: $9,530** |