



1800 Bronson Blvd., Fennimore, WI 53809 | 608.822.3262 | Toll Free: 800.362.3322 | www.swtc.edu

Health Information Technology (HIT) Program

Course Curriculum

Semester 1 (Tuition: \$1,150 Books: \$328.98 - \$588.45)

Course #	Course Title	Credits
10-501-101	Medical Terminology	3

Credits: 3 Lecture Hours: 54

This 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.

10-806-177	General Anatomy & Physiology *OR*	
------------	-----------------------------------	--

Credits: 4 Lecture Hours: 54 Lab Hours: 36

Students 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.

20-806-207	Anatomy and Physiology I	4
------------	--------------------------	---

Credits: 4 Lecture Hours: 54 Lab Hours: 36

Features lectures and laboratory dealing with the human body as an integrated structural and functional unit, including basic anatomical and directional terminology, fundamental concepts and principles of cell biology, histology, integumentary, skeletal, muscular, endocrine, and nervous systems, and the special senses. It includes the dissection of various fresh and preserved materials as well as the examination of a human cadaver. This course is the first semester of a two-semester sequence. Corequisite: High school chemistry or college chemistry with a minimum grade of C, or Fundamentals of Chemistry (10-806-109) or Medical Terminology (10501-101)

7

Semester 2 (Tuition: \$2,120 Books: \$659.85)

Course #	Course Title	Credits
10-501-107	Digital Literacy for Healthcare	2

Credits: 2 Lecture Hours: 18 Lab Hours: 36

Provides 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
------------	--------------------	---

Credits: 3 Lecture Hours: 54

Introduces 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). Corequisites: Digital Literacy for Healthcare (10-501-107)

10-530-182 Human Diseases for Hlth Profes 3

Credits: 3 Lecture Hours: 54

Prepares 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

Credits: 3 Lecture Hours: 36 Lab Hours: 36

Prepares 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: General Anatomy & Physiology (10-806-177) or Anatomy and Physiology I (20-806-207) Pre/Co-requisites: Human Diseases for Hlth Profes (10-530-182)

10-530-199 ICD Procedure Coding 2

Credits: 2 Lecture Hours: 18 Lab Hours: 36

Prepares 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 Hlth Profes (10-530-182)

13

Semester 3 (Tuition: \$2,290 Books: \$399.97)

Course #	Course Title	Credits
10-530-159	Health Revenue Management	3

Credits: 3 Lecture Hours: 36 Lab Hours: 36

Prepares learners to compare and contrast health care payers, evaluate the reimbursement cycle and compliance with regulations. Learners assign payment classifications with entry level proficiency using computerized encoding and grouping software. Prerequisites: Foundations of HIM (10-530-162), ICD Diagnosis Coding (10-530-197), and ICD Procedure Coding (10-530-199) Corequisites: CPT Coding (10-530-184)

10-530-165 Intermediate Coding 3

Credits: 3 Lecture Hours: 18 Lab Hours: 72

Prepares 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. Prerequisites: ICD Diagnosis Coding (10-530-197) Corequisites: CPT Coding (10-530-184) Pre/Co-requisites: Health Revenue Management (10-530-159) and ICD Procedure Coding (10-530-199)

10-530-178 Healthcare Law & Ethics 2

Credits: 2 Lecture Hours: 36

Examines regulations for the content, use, confidentiality, disclosure, and retention of health information. An overview of the legal system and ethical issues are addressed. Prerequisites: Foundations of HIM (10-530-162)

10-530-184 CPT Coding 3

Credits: 3 Lecture Hours: 36 Lab Hours: 36

Prepares 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) and General Anatomy & Physiology (10-806-177) or (Basic Anatomy (10-806-189) or Anatomy and Physiology I (20-806-207))

10-801-196 Oral/Interpersonal Communication 3

Credits: 3 Lecture Hours: 54

Students demonstrate competency in speaking, verbal and nonverbal communication, and listening skills through individual presentations, group activities and other projects.

14

Semester 4 (Tuition: \$2,450 Books: \$247.90 - \$277.90)

Course #	Course Title	Credits
10-530-163	Healthcare Stats and Analytics	3

Credits: 3 Lecture Hours: 54

Explores 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. Prerequisites: Foundations of HIM (10-530-162)

10-530-164	Intro to Health Informatics	3
------------	-----------------------------	---

Credits: 3 Lecture Hours: 36 Lab Hours: 36

Emphasizes 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) and Foundations of HIM (10-530-162)

10-801-136	English Composition 1	3
------------	-----------------------	---

Credits: 3 Lecture Hours: 54

This course is designed for learners to develop knowledge and skills in all aspects of the writing process. Planning, organizing, writing, editing and revising are applied through a variety of activities. Students will analyze audience and purpose, use elements of research and format documents using standard guidelines. Individuals will develop critical reading skills through analysis of various written documents.

10-804-189	Introductory Statistics	3
------------	-------------------------	---

Credits: 3 Lecture Hours: 54

Students display data with graphs, describe distributions with numbers, perform correlation and regression analyses, and design experiments. They use probability and distributions to make predictions, estimate parameters, and test hypotheses. They draw inferences about relationships including ANOVA.

10-809-198	Introduction to Psychology	3
------------	----------------------------	---

Credits: 3 Lecture Hours: 54

Students 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

15

Semester 5 (Tuition: \$2,130 Books: \$454.95 – \$519.94)

Course #	Course Title	Credits
10-530-161	Health Quality Management	3

Credits: 3 Lecture Hours: 54

Explores 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. Prerequisites: Foundations of HIM (10-530-162)

10-530-166	HIT Capstone	1
------------	--------------	---

Credits: 1 Lecture Hours: 18

Prepares the student to enter the workforce. Topics may include resume and cover letter writing, interviewing skills, portfolio preparation, and RHIT examination preparation. Prerequisites: Intermediate Coding (10-530-165) Corequisites: Health Quality Management (10-530-161) and Management of HIM Resources (10-530-167)

10-530-167	Management of HIM Resources	3
------------	-----------------------------	---

Credits: 3 Lecture Hours: 54

Examines the principles of management to include planning, organizing, human resource management, directing, and controlling as related to the health information department. Prerequisites: Foundations of HIM (10-530-162) and Intro to Health Informatics (10-530-164)

10-530-196	Professional Practice	3
------------	-----------------------	---

Credits: 3 Lecture Hours: 0 Lab Hours: 72 Occupational Hours: 72

Applies 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. Prerequisites: Intro to Health Informatics (10-530-164) and Intermediate Coding (10-530-165) Pre/Co-requisites: Health Quality Management (10-530-161) and Management of HIM Resources (10-530-167)

10-809-172	Introduction to Diversity Studies	3
------------	-----------------------------------	---

Credits: 3 Lecture Hours: 54

Students 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.

13

Total Credits: 62

Estimated Total Tuition*: \$10,140