STANDARD COURSE OUTLINE

HIM 1133 **Health Data Content**

PREREQUISITE Acceptance into the HIM Program

COURSE DESCRIPTION:
Introduction to data collection methods for health information systems including structure, content, and standards. Study of the datasets and databases used in various health care settings. Overview of the creation and maintenance of health information disease registries and indexes.

CREDIT HOURS **3 credit hour**
The student will need to obtain transfer information from the institution he/she is transferring to in order to determine transferability.

TARGET AUDIENCE
Students apply for and are selected for admission into the Health Information Management Program. Certification as a Registered Health Information Technician should be the end-goal for all individuals.

REQUIRED MATERIAL:
Health Information Management Technology**:** An Applied Approach, 4th Edition Johns, Merida, AHIMA, Chicago, IL.

REFERENCES:
Journals of Ahima available online and in the NWACC Library

AHIMA membership is a requirement of NWACC's Health Information Management Program. Some assignments require the student to access the AHIMA site as a member. If the student is already a member, then it is not necessary to also become a student member.

AHIMA student membership costs $35 per year.
To become a student member of AHIMA, please do the following:
1. Go to the AHIMA website at www.ahima.org.
2. Click on the Membership tab and follow the instructions to join as a student member.
3. If you experience problems when joining, please E-mail info@ahima.org, or call AHIMA at (800) 335-5535.

COURSE OBJECTIVES/OUTCOMES:
Upon successful completion of this course, the student will be able to:

1. Explain the maintenance and monitoring of data storage systems.
2. Discuss healthcare data sets.
3. Apply policies and procedures to ensure organizational compliance with regulations and standards.
4. Demonstrate understanding of the accreditation process, including preparation, licensing, and/or certification surveys.
5. Maintain the accuracy and completeness of the patient records as defined by organizational policy and external regulations and standards.
6. Apply policies and procedures to ensure the accuracy of health data.
7. Collect and maintain health data (such as data elements, data sets, and databases).
8. Verify timeliness, completeness, accuracy, and appropriateness of data and data sources for patient care management, billing reports, registries and/or databases.
9. Apply current laws, accreditation, licensure, and certification standards related to health information initiatives from national, state, local, and facility level.