

STANDARD COURSE OUTLINE

HIM 2312 Clinical Internship I

PREREQUISITE Acceptance into the HIM Program

COURSE DESCRIPTION:

The student will be given the opportunity to compare the educational experience of previous advanced courses with onsite and on-campus laboratory learning experience. Affiliation may be in local hospitals, long-term care, home health, state or federal agencies, clinic or community health agencies, or companies providing services. Full-time participation of the student is required.

CREDIT HOURS 2 credit hour

The student will need to obtain transfer information from the institution he/she is transferring to in order to determine transferability.

Additional Time Requirements:

This clinical experience requires that the student be placed in a healthcare facility or related organization. The student is responsible for travel time to and from the clinical site at his/her own expense, including any associated parking fees.

COURSE OBJECTIVES/OUTCOMES:

Upon successful completion of this course, the student will be able to:

1. Describe characteristics of the facility's services and organization.
2. Assign patient number information on both new and returning patients.
3. Explain the departmental functions.
4. Perform release of information activities.
5. Describe qualitative analysis.
6. Describe the medical record system used whether paper based charts or electronic.
7. Participate in record processing at the direction of the clinical supervisor. Activities may include analysis, scanning, attending meetings, or other activities as assigned.

8. Participate in medical record processing at the direction of the Clinical Supervisor.
Activities may include deficiency analysis, analysis, scanning, attending meetings, or other activities as assigned.
9. Describe the flow of the patient's information from time of registration to completion of the billing cycle by constructing a flow chart. Use appropriate symbols.