MINNESOTA WEST COMMUNITY & TECHNICAL COLLEGE
COURSE OUTLINE

DEPT. HIMC   **COURSE NUMBER:1140**

NUMBER OF CREDITS: 3   **Lecture: 3 Lab: 0   OJT 0**

Course Title:
Introduction to Health Information Management

Catalog Description:
Introduction to Health Information Management demonstrates fundamental health information management concepts, including the health care system, health record, stakeholders, and the health information profession.

Prerequisites or Necessary Entry Skills/Knowledge:
None

FULFILLS MN TRANSFER CURRICULUM AREA(S) *(Leave blank if not applicable)*

☐Goal 1: Communication: By meeting the following competencies:

☐Goal 2: Critical Thinking: By meeting the following competencies:

☐Goal 3: Natural Sciences: By meeting the following competencies:

☐Goal 4: Mathematics/Logical Reasoning: By meeting the following competencies:

☐Goal 5: History and the Social and Behavioral Sciences: By meeting the following competencies:

☐Goal 6: The Humanities and Fine Arts: By meeting the following competencies:

☐Goal 7: Human Diversity: By meeting the following competencies:

☐Goal 8: Global Perspective: By meeting the following competencies:

☐Goal 9: Ethical and Civic Responsibility: By meeting the following competencies:

☐Goal 10: People and the Environment: By meeting the following competencies:

Topics to be Covered
Collection and maintenance of health information
Organizational compliance standards
Record document guidelines
Specialized software in the completion of Health Information management processes
Confidentiality standards.

Student Learning Outcomes
Demonstrate the purpose of the health record.
Describe the health information management profession.

Summarize stakeholder of the U.S. Healthcare System
Summarize healthcare delivery forces, internal and external.
Summarize policy and organizational strategies that impact health information.
Identify types of documents that comprise a health record.
Understand compliance of health record content.
Demonstrate the continuum of care and the impact on the health record.
Understand Health Information Portability and Accountability Act (HIPAA) privacy and security rules.
Understand the health information life cycle.
Understand internal and external forces that can impact compliance.
Recognize classification systems, clinical vocabularies, and medical nomenclatures.
Describe legal process regarding health information.
Describe ethical standards of practice regarding health information and health information professionals.
Describe components of clinical documentation improvement.
Define health information engagement activates for the consumer.

Is this course part of a transfer pathway: Yes ☐   No   ☒

Revised Date: 2/11/2021