Faculty members are required to have the outline submitted to the Academic Affairs Office. The course outline is the form used for approval of new courses by the Academic Affairs and Standards Council.

**DEPT.** HIMC

**COURSE NUMBER:** 2100

**NUMBER OF CREDITS:** 3

**Lecture:** 2

**Lab:** 1

**Course Title:**

Computer Health Information

**Catalog Description:**

This course will introduce students to the basic concepts of health information delivery. Topics to be covered include but are not limited to electronic data collection, data storage and retrieval and other applications of various health information systems. Students will understand the role that the processing of information plays in the delivery of health care.

**FULFILLS MN TRANSFER CURRICULUM AREA(S)**

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:

**Prerequisites or Necessary Entry Skills/Knowledge:**

HIMC 1140 Introduction to Health Information and Delivery Systems
### Topics to be Covered
Basic concepts of health information systems.

### Student Learning Outcomes
1. Demonstrate accuracy and a positive work ethic.
2. Apply HIPAA and confidentiality standards to protect electronic health information.
3. Disseminate between information versus data.
4. Demonstrate use of electronic data collection and storage methods.
5. Demonstrate techniques for filing maintenance and medical records retention in computerized system.
6. Apply techniques for medical record retention and the collecting, storing and retrieving health care data in a computerized system.
7. Utilize voice technology.
8. Apply health database management including security techniques for storage, retrieval and data collection in a computerized system.
9. Utilize the master patient index and the health registry concepts in a computerized system.
10. Generate reports and enter medical information in a computerized system.
11. Define the role of managed care system in health care.
12. Explain the role of health information systems in a computerized system in regards to administrative, patient registration, ADT, HIM applications, clinical point of view, lab, radiology, pharmacy, etc.
13. Demonstrate the use of technology to perform data collection, storage, analysis, and information reporting.
14. Use specialized software to complete HIT processes including record tracking, ROI, coding, registries, billing, quality improvement and imaging.
15. Apply knowledge of data base architecture and design in accordance with the policies and procedures of the networks, intranet and internet applications used by various health care system.
16. Query and generate reports using the appropriate software to facilitate information retrieval.
17. Use designated electronic or imaging software to maintain archival and retrieval systems for patient’s information.
18. Validate software or hardware technology and protect data integrity.
19. Summarize data compiled from audit trail and data quality monitoring programs.
20. Apply departmental and organizational data and information system security policies.
21. Participate in the design and implementation of risk management, contingency planning, and data recovery in the planning, designing, selection, implementation.

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

Revised 2/2020