**Course Prefix and Number:** <u>HIM 142</u>     **Credits:** <u>3</u>

**Course Title:** <u>Fundamentals of Health Information Systems II</u>

**Course Description:**

Continues focus of health data collection, storage, retrieval and reporting systems, with emphasis on the role of the computer in accomplishing these functions. Part II of II. Prerequisites: Passing score on the computer competency exam, ITE 152, or permission of the instructor. Lecture 3 hours. Total 3 hours per week. 3 credits

**General Course Purpose:**

This course is designed to allow students to gain an understanding of the data elements that comprise a patient information system; to develop skills in analyzing data for completeness and accuracy; to understand the vision of the computer-based patient record (CPR) and their role in its development; to gain knowledge of the various methods for filing, storage, and retention of health records; and to develop requisite skills in the filing and storage of health records.

**Course Prerequisites and Co-requisites:**

Prerequisites: Passing score on the computer competency exam, ITE 152, or permission of the instructor

**Student Learning Outcomes:**
Upon completing the course, the student will be able to

- Discuss health care data elements and documentation standards, including documentation for inpatient, psychiatric, managed care, hospice, long-term care, and ambulatory surgery institutions;
- Apply policies and procedures for quantitative and qualitative analysis of primary health care data;
- Evaluate the accuracy of quantitative analysis;
- Evaluate and review primary and secondary health care data for institutional effectiveness;
- Apply and follow policies and procedures for data information reports by collecting, maintaining, analyzing, and displaying data based on external regulatory and accrediting agency standards;
- Employ accreditation standards for patient-related data;
- Discuss the role and purpose of the patient record;
- Evaluate appropriate user needs for computer-based patient records;
- Select and utilize appropriate technologies for computer-based patient records (storage, retention, and retrieval); and
- Construct a health record data filing system for retrieval, retention, archival storage, and destruction of health care data

**Major Topics to Be Included:**

a.  External regulatory agencies and accreditation standards

   1.  HIPAA
 b.  Health care data elements and documentations standards
   1.  Primary and secondary
 c.  Quantitative and qualitative data analysis
 d.  Computer-based patient record (CPR)
 e.  Technology
 f.  Health data record
   1.  Filing
   2.  Retrieval
   3.  Retention
   4.  Archival storage
   5.  Destruction

**Effective Date/Updated:** February 15, 2019