

Curriculum Outline

OAD 215	<i>Health Information Management</i>	
<i>ONC Materials</i>	<i>Integrated Curriculum Topics</i>	# Lectures
<i>Component Unit</i>	<i>Unit Title*</i>	
Background		19
Comp 1_1	Introduction and History of Modern Healthcare in the US	3
Comp 2_4	Healthcare Processes and Decision Making	5
Comp 13_1	Overview of Public Health & Contributing to Public Health Through EHR Use	2
Comp 3_14	Health Information Management and Technology	1
Comp 6_2a	Health Information Systems Overview	1
Comp 5_2	Evolution of Health IT: The Modern Era	2
Comp 5_3	The HITECH Act	2
Comp 7_3	Understanding Information Exchange in HIT Systems	1
Comp 3_16	Standards to Promote Health Information Exchange	1
Comp 5_15	Insurance and Health IT	1
Management and Leadership		
Leadership, Planning, Teams		14
Comp 18_2a	Leaders and Followers	1
Comp 18_4	Effective and Ineffective Leaders	2
Comp 10_9	Leading and Facilitating Change	1
Comp 10_10	Process Change Implementation and Evaluation	1
Comp 18_5	IT Strategic Planning	2
Comp 12_9b	IT Implementation Planning	1
Comp 18_7	Teams and Small Groups	2
Comp 17_5	Problem-Solving Strategies	1
Comp 10_7	Facilitating Meetings for Implementation Decisions	1
Comp 18_8	Conflict Resolution	2
Privacy and Security**		7
Comp 7_7	Protecting Privacy, Security and Confidentiality	3
Comp 5_10c	Changes Related to HITECH	1
Comp 4_2c/8a, and Comp 16_5	Individual Responsibilities for Confidentiality and Security	2
Comp 9_9	Encryption	1

Total 40 lectures

OAD 215 Health Information Management 3 credit hours

This course is designed to promote an understanding of the structure, analysis and management of medical records. Emphasis is on managing medical and insurance records, coding of diseases, operations and procedures, and the legal aspects of medical records. Upon completion, the student should be able to maintain medical records efficiently.

OAD 216	<i>Advanced Health Information Management</i>	
<i>ONC Materials</i>	<i>Integrated Curriculum Topics</i>	<i># Lectures</i>
<i>Component Unit</i>	<i>Unit Title*</i>	
Training		8
Comp 20_1b	Adult Learners	1
Comp 20_2	Needs Assessment for Training	2
Comp 20_3	Creating a Lesson Plan	1
Comp 20_4	Selecting and Working With Media	2
Comp 20_5	Building an Effective Powerpoint presentation	2
Customer Service		3
Comp 16_1a	Customer Service in Health IT	1
Comp 16_3	Overview of Communication Relevant to Health IT	1
Comp 16_4c	Using Media for Communication	1
Ethical and Legal Issues		2
Comp 2_8a/8b	Ethics and Professionalism	2
Health Information Technology		
Selection of Health Information Systems		19
Comp 8_1a	Overview and models of EHRs	1
Comp 7_1	Overview and components of health systems	1
Comp 6_8	E-health and PHR	2
Comp 14_3	EHR Selection Process	1
Comp 8_3	Functional and Technical Requirements	1
Comp 18_9c	Contract Negotiations	1
Use of Health Information Technology		
Comp 7_4	The Effective Health IT System	1
Comp 14_4	EHR Functionality	1
Comp 6_4	CPOE	1
Comp 5_7a/7c	Clinical Decision Support	2
Comp 7_5	Fundamentals of Usability in HIT	2
Comp 15_4a/4c	Human Factors and Healthcare	2
Comp 7_9	Issues with Adoption and Installation of HIT Systems	1
Comp 8_7	System Interfaces and Integration	1
Comp 9_10	Health Information Exchange	1
Coding Principles	10 Lectures to be added	10

Total 40 lectures

OAD 216 Advanced Health Information Management 3 credit hours

This course is designed as a continuation of OAD 215 Health Information Management. It is designed to promote an advanced understanding of the structure, analysis, and management of medical and insurance records. Emphasis is on managing medical and insurance records, coding of diseases, operations and procedures and the legal aspects of medical records. Upon completion, the student should be able to maintain medical records efficiently.

HIT 254	Organizational Improvemnt	
<i>ONC Materials</i>	<i>Integrated Curriculum Topics</i>	<i># Lectures</i>
Component Unit	Unit Title*	
Project Management		12
Comp 19_1a	Overview of Health IT projects	1
Comp 19_2	Project Life Cycles	4
Comp 19_3	Project Selection and Initiation	3
Comp 19_7	Managing Project Risk	2
Comp 19_11	Project Closure and Transition	2
Quality and Workflow		28
Quality and Safety		
Comp 19_10a	Introduction to quality management	1
Comp 10_8b	Quality improvement methods	1
Comp 12_1b	Health care quality improvement	1
Comp 12_1c	Healthcare quality improvement and Health IT	1
Comp 12_2	Quality and Safety for Health IT	2
Comp 12_5	Decision support	2
Comp 12_10	Measuring quality	1
Comp 12_11	Data Quality improvement	3
Comp 12_12	Identification and reporting of medical errors	3
Workflow Analysis		
Comp 10_1b	Introduction to workflow analysis	1
Comp 10_2	Process mapping	2
Comp 10_4c	Acquiring clinical process knowledge	1
Comp 12_6	Workflow analysis in healthcare	2
Comp 10_5	Process mapping and process analysis in healthcare	2
Meaningful Use		
Comp 10_6	Process redesign and meaningful use	5

Total 40 lectures

HIT 254 Organizational Improvement 3 credit hours

This course is a study of the purpose and principles of improving organizational performance through quality assessment and utilization management. Topics include use of quality improvement tools; data collection, display, analysis, and reporting methods; resource and risk management techniques; healthcare statistics; and **application of accreditation and licensing standards**. Student outcomes include demonstrated proficiency in the use of quality improvement techniques and application of accrediting agency standards.