

# Associate of Applied Science - Health Information Technology

## Program Description

The Associate of Applied Science degree in Health Information Technology will prepare the student to work in traditional and non-traditional leadership and supporting roles in health care settings in Health Information Management (HIM). Those settings include acute care, alternative care settings, government, correctional facilities, education, billing, insurance, software sales and vendor services.

## Program Contacts

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## Program Outcomes

Upon successful completion of the Health Information Technology Degree program, the learner will be able to:

1. Adhere to legal, institutional and professional regulations to collect and maintain complete and accurate data; ensure accurate healthcare billing; comply with reimbursement and reporting requirements; select, sequence, index and assign codes; resolve discrepancies between coded data and supporting documentation; apply external standards, regulations, and initiatives. Domain I.A.1, I.A.4, I.B.3, I.D.4, III.A.1. (All courses within the program)
2. Apply general principles of ethical standards and practice in decision making within the health information management department. Domain II.B.5. (All courses within the program)
3. Abstract, analyze, and maintain data for indices, data bases, and registries; compute and interpret healthcare and vital statistics; qualitatively analyze and evaluate health care data; facilitate quality management and performance improvement programs and health information research projects. Domain II.A.1, DII.A.2. (All courses within the program)
4. Apply institutional policies and procedures to the use of technology to facilitate the collection, storage, tracking, release, analysis, and reporting of information. Domain IV.A.1. (HIM 110, HIM141, HIM 155)
5. Apply knowledge of database architecture and design to meet departmental and organizational needs. Domain IV.B.1. (HIM 155)
6. Maintain electronic archival and retrieval systems; monitor access logs and systems; design and generate reports to facilitate information retrieval. Domain IV.D.1-4. (HIM 155, HIM 173, HIM 290)
7. Ensure data integrity and validity by using appropriate software and/or hardware; apply departmental and organization data and information system confidentiality and security policies to protect electronic health information. Domain IV.D.1-3. (HIM 155, HIM 173, HIM 290)
8. Participate in the planning, design, selection, implementation, integration, testing, evaluation, and support for organization-wide health information systems. Domain IV.A.5. (All courses within the program)
9. Apply human resource management and team leadership skills to effectively supervise and lead others and to maintain the integrity/viability of financial and physical resources. Domain V.A and V.B. (HIM110, HIM200, HIM173, HIM290)
10. List the indications for use, dosage forms, usual dosage, side effects, interactions with other drugs, storage requirements, generic and trade names and mechanism of action for commonly used medications. (AHS140)
11. For all major body systems, describe common diseases and conditions, methods of diagnosis, short and long term effects of disease processes, treatment and therapy and restoration strategies. (HIM140).
12. Use combining forms, suffixes, and prefixes to build medical terms. (AHS130, all HIM courses)

## Program Requirements

A minimum of 74 credit hours is required to complete the Health Information Technology Degree.

Course	Course Title	Credit Hours
<b>I. General Education</b>		
<b>A. Foundation Studies (12 credits)</b>		
<b>1. College Composition or Applied Communication - Select Option a or b:</b>		
<b>a. Writing (6 credits)</b>		
Choose two courses from approved list		
<b>b. Writing AND Communication (6 credits)</b>		

Course	Course Title	Credit Hours
Choose one course from each list		
<b>2. Numeracy (3 credits)</b>		
<b>3. Critical Thinking (3 credits)</b>		
<b>B. Area Studies (7 credits)</b>		
<b>1. Physical and Biological Science (4 credits)</b>		
BIO156	Human Biology Allied Health	4
<b>OR</b>	BIO181 General Biology I	4
<b>2. Behavioral OR Social Science (3 credits)</b>		
Choose one course from either list		
<b>II. Health Information Technology Requirements</b>		
HIM110	Intro to Hlth Info Mgmt	3
HIM140	Disease Process	4
HIM141	Healthcare Delivery Systems	3
HIM150	ICD-9-CM Medical Coding	4
HIM155	Hlth Info Mgmt Computer Sys	2
HIM173	Legal & Ethical Aspects of HIM	2
HIM176	CPT Coding	3
HIM200	Prin of Healthcare Ldrship	2
HIM210	Healthcare Stats & Research	2
HIM220	Hlth Info Mgmt in Alt Hlthcare	2
HIM242	Hlthcare Reimbursement Method	3
HIM280	ICD-10-CM/PCS Med Coding	4
HIM295	Practicum: HIM Prof Practice	4
<b>III. Related Requirements</b>		
AHS130	Medical Term for Patient Care	3
AHS140	Pharmacology for Allied Hlth	2
BIO201	Human Anatomy & Physiology I	4
BIO202	Human Anatomy & Physiology II	4
BSA102	Career Search and Success	1
CSA126	Microsoft Office	3