

HIT-HEALTH INFO TECHNOLOGY (HIT)

HIT 110. Electronic Health Records

3 Credits (3)

Current electronic health record principles, methods and procedures, and computerized medical record concepts and software applications will be introduced. Restricted to: Community Colleges only.

Learning Outcomes

1. Define the concept of an electronic health record.
2. Describe key issues related to privacy and security of EHRs.
3. Set up new patients, edit patient information, and export patient lists.
4. Set up new insurance companies.
5. Set up, edit, and print addresses in the physician, employee, pharmacy, and testing facility categories.
6. Add patients and notes to the schedule.
7. Use the Patient Tracker to track and locate a patient with the medical setting.
8. Describe the layout of an electric chart.
9. Create office visit notes. 1
10. Describe how to order lab, imaging, and medical tests.

HIT 120. Health Information Introduction to Pharmacology

3 Credits (3)

Introduction to the principles of pharmacology, including drug terminology; drug origins, forms, and actions; routes of administration; as well as the use of generic name drugs, trade name drugs and categories of drugs to treat multiple and specific body systems. Crosslisted with: NURS 120. Restricted to Community Colleges campuses only.

Learning Outcomes

1. List and define the major pharmacological drugs and common generics used in healthcare.
2. Distinguish between local, systemic, therapeutic, allergic, and side effects of the drugs.
3. Describe the pharmacological action of common drugs and drug categories used to treat each body system, including usage, dosage, adverse effects, contraindications, indications, and key client education information.
4. Identify basic laws and ethics associated with pharmacological preparation and distribution.
5. Describe the principle mechanisms of actions, usage, dosage, adverse effects, contraindications, indications, and key client education information for drug classifications affecting multiple body systems. List several routes of drug administration and describe their advantages and disadvantages.

HIT 130. Health Information Technology Anatomy & Physiology

3 Credits (3)

An introductory course in the basics of human structure and function. Body systems are examined as to how they relate to proper code selection and as part of the functioning of the body as a whole. Restricted to Community Colleges campuses only.

Learning Outcomes

1. Describe the organization and general plan of the body.
2. Explain the basic structure and function of cells, tissues, and membranes.

3. Identify the structure and functions of the nervous system as part of the body as a whole.
4. Identify the structure and functions of the cardiovascular system as part of the body as a whole.
5. Identify the structure and functions of the respiratory system as part of the body as a whole.
6. Identify the structure and functions of the urinary system as part of the body as a whole.
7. Identify the structure and functions of the digestive system as part of the body as a whole.
8. Identify the structure and functions of the reproductive system as part of the body as a whole.
9. Identify the structure and functions of the skeletal system as part of the body as a whole. 1
10. Identify the structure and functions of the muscular system as part of the body as a whole. 1
11. Identify the structure and functions of the endocrine system as part of the body as a whole. 1
12. Identify the structure and functions of the lymph system as part of the body as a whole. 1
13. Identify the structure and functions of the integumentary system as part of the body as a whole. 1
14. Identify the structure and functions of the sensory system as part of the body as a whole.

HIT 140. Health Information Introduction to Pathophysiology

3 Credits (3)

Introduction to the nature of disease and its effect on body systems. Disease processes affecting the human body via an integrated approach to specific disease entities will be presented including a review of normal functions of the appropriate body systems. Diseases will be studied in relation to their etiology, pathology, physical signs and symptoms, diagnostic procedures, complications, treatment modalities and prognosis.

Learning Outcomes

1. Classify common diseases and pathologies as they relate to the body systems.
2. Explain causation, pathophysiologic causation, and clinical manifestations of diseases.
3. Describe the etiology, pathology, physical signs, symptoms, complications, and prognosis, as well as the diagnostic procedures and treatment modalities for the major disorders of each body system.

HIT 150. Introduction to Medical Terminology

3 Credits (3)

The study and understanding of medical terminology as it relates to diseases, their causes and effects, and the terminology used in various medical specialties. Emphasis will be placed on learning the basic elements of medical words, appropriate spelling and use of medical terms, and use of medical abbreviations. Crosslisted with: OATS 150. Restricted to Community Colleges campuses only.

Learning Outcomes

1. Identify and define medical word roots, prefixes, and suffixes and abbreviations.
2. Examine and correctly spell medical terms using the basic elements of medical words.
3. Recall and properly pronounce common medical terms and the terminology related to the body's major organ systems.

4. Identify the primary medical terms used in various medical specialties.
5. Read a medical document and interpret the terminology efficiently and correctly.
6. Write a medical document with proper medical terminology and comprehension.

HIT 158. Advanced Medical Terminology**3 Credits (3)**

Builds upon the concepts covered in HIT 150 or AHS 120 providing greater understanding of how to properly use and apply medical terminology used in the various health fields. Medical terminology associated with the body system's anatomy and physiology, pathology, diagnostic and therapeutic procedures, pharmacology, and abbreviations will be emphasized. Restricted to Community Colleges campuses only.

Prerequisite: HIT 150 or AHS 120.

Learning Outcomes

1. Identify and define medical word roots, prefixes, and suffixes and abbreviations.
2. Examine and correctly spell medical terms using the basic elements of medical words.
3. Recall and properly pronounce common medical terms and the terminology related to the body's major organ systems.
4. Identify the primary medical terms used in various medical specialties.
5. Read a medical document and interpret the terminology efficiently and correctly.
6. Write a medical document with proper medical terminology and comprehension.

HIT 221. Internship I**3 Credits (3)**

Work experience that directly relates to a student's major field of study that provides the student an opportunity to explore career paths and apply knowledge and theory learned in the classroom. Internships may be paid or unpaid. Students are supervised/evaluated by both the employer and the instructor. C- or better is required for this course. Consent of Instructor required. Restricted to: OAT and HIT majors. Restricted to Community Colleges campuses.

Learning Outcomes

1. Apply decision-making and problem-solving skills by setting goals and objectives, self-reflection, and self-assessment.
2. Model soft skills appropriate for a professional business workplace.
3. Determine effective communication in various workplace relationships.
4. Develop career planning skills that include conducting a job search, collecting references, building a resume creating a cover letter, and interviewing techniques.

HIT 228. Medical Insurance Billing**3 Credits (3)**

Comprehensive overview of the insurance specialist's roll and responsibilities. Concepts and applications that will assist the student in understanding the steps necessary for successfully completing the insurance claim filing and reimbursement processes for various insurance carriers, both private and government, will be emphasized. May be repeated up to 3 credits.

Prerequisite: HIT/NURS 150; BOT 208.

HIT 240. Health Information Quality Management**3 Credits (3)**

Introduction to basic concepts of quality improvement and performance improvement as they apply to health record systems and the health care industry. Quality assessment and improvement standards and requirements of licensing, accrediting fiscal and other regulatory agencies will be presented.

Learning Outcomes

1. Distinguish between primary and secondary data, between patient-identifiable and aggregate data, among healthcare databases in terms of purpose and content, and identify the internal and external users and uses of primary and secondary data.
2. Identify the utilization-related activities conducted by quality improvement organizations and explain performance improvement principles and the various ways statistics are used in healthcare.
3. Identify the major ethical principles that guide health information management decision-making and health information leadership roles.
4. Analyze data to identify trends in quality, safety, and outcomes of care.

HIT 248. Medical Coding I**3 Credits (2+2P)**

Comprehensive overview of the fundamentals, coding conventions, and principles of selecting the most appropriate ICD-10-CM/PCS diagnostic and procedure codes. The most recent version of ICD-10-CM/PCS and an in depth study of current Official Coding Guidelines for coding and reporting will be emphasized. Restricted to Community Colleges campuses only.

Prerequisite: OATS 228.

Learning Outcomes

1. Demonstrate the ability to interpret inpatient/outpatient record documentation to identify diagnosis and services/procedures including assessing and managing patient records, and reimbursement and legal issues.
2. Identify and demonstrate and understanding of the information pertinent to accurate insurance coding and reimbursement issues by appropriately applying regulatory agency guidelines.
3. Analyze patient records in order to define diagnoses to properly determine and assign diagnostic codes.

HIT 255. Special Topics**3 Credits (3)**

Specific topics to be announced in the Schedule of Classes. May be repeated up to 6 credits. Restricted to Community Colleges campuses only.

HIT 258. Medical Coding II**3 Credits (2+2P)**

Continuation of Medical Coding I. Comprehensive overview of the coding and reporting guidelines, fundamentals, coding conventions, and principles of selecting the most appropriate CPT and HCPCS procedural codes for all medical specialties. The most recent version of CPT and a continued study of the ICD-10-CM/PCS coding conventions and principles will be emphasized. Designed as a medical coding capstone course. Restricted to Community Colleges campuses only.

Prerequisite: HIT 248.

Learning Outcomes

1. Demonstrate the ability to interpret inpatient/outpatient record documentation to identify diagnoses and services/procedures including assessing and managing patient records, and reimbursement and legal issues.
2. Define the skills and abilities needed to successfully function as an allied health care professional in various health care settings.

3. Identify and demonstrate an understanding of the information pertinent to accurate insurance coding and reimbursement issues by appropriately applying regulatory agency guidelines.
4. Demonstrate the ability to evaluate documentation to support diagnoses, procedures, tests, and treatment modalities.
5. Demonstrate the ability to monitor the quality of facility coding and abstracting.
6. Identify issues of fraud and abuse by reviewing inpatient and outpatient cases.
7. Demonstrate computer literacy and the ability to use the information processing and fiscal management programs utilized in various medical office environments.
8. Describe and identify why and how professionalism, using good judgment/decision-making skills, and developing the communications skills for good interpersonal relationships are necessary to achieve success as a medical insurance specialist.

HIT 268. Health Information Systems**3 Credits (3)**

Overview of health data management, work planning, and organization principles; an introduction to health care information systems; and review of the fundamentals of information systems for managerial, clinical support, and information systems.

Learning Outcomes

1. Explain the role of the health information manager; as well as the content, function, structure, and uses of health information.
2. Identify the ethical issues associated with health information management and the development of health informatics standards.
3. Distinguish between the major types of information system applications and their general functions as used in healthcare organizations and explain the role of the health information technician (HIT) in information systems planning and development.
4. Analyze the differences among the terms, confidentiality, privacy, and security; identify and describe the greatest threats to the security of health information, the elements of a data security program, and the methods used for minimizing threats to data security.