Health Information Management (HIM)

Course information contained within the Bulletin is accurate at the time of publication in June 2025 but is subject to change. For the most up-to-date course information, please refer to the Course Catalog.

HIM 1005. International Classification of Disease, 10 Revision, CM & PCS Coding Systems for Experienced Coders. 3 Credit Hours.
The course is designed to provide individuals with ICD-9-CM coding experience with the requisite knowledge and skills to be proficient with the ICD-10-CM and ICD-10-PCS code sets. An overview of diagnosis and procedural coding conventions and guidelines will be provided. Emphasis will be placed on application of coding guidelines and conventions to intermediate and advanced coding cases.

Repeatability: This course may not be repeated for additional credits.

HIM 1006. Electronic Documentation for Health Care Providers. 3 Credit Hours.
This course will explore introductory concepts related to electronic health record information and the use and importance of health care documentation as it related to research, reimbursement and continuum of care. Content related to electronic health record interoperability, privacy and security will be examined. Examples of various health care settings/providers and their specific use of electronic health records will be explored.

Repeatability: This course may not be repeated for additional credits.

HIM 1055. IT Applications for Health. 3 Credit Hours.
This course gives students an overview of several key areas of information technology they will face in their healthcare career. Students will learn about current trends and applications used in health information management settings and public health sectors. Topics to be explored in this course include, but are not limited to: HIPPA, privacy and security, mobile apps, healthcare website design, video creation, social media management, MS Office applications and presentation software. Other current trends is health technology will be covered as appropriate.

Repeatability: This course may not be repeated for additional credits.

HIM 1101. Medical Terminology. 3 Credit Hours.
An introduction to the language of medicine, including medical and anatomical terminology, definitions, the process of word construction, and analysis of terms. The focus is on the use of prefixes, suffixes, and combining forms that facilitate the ability to translate medical terms. Symptoms, diseases, operative procedures, laboratory tests, diagnostic and treatment terms, and abbreviations are studied.

Repeatability: This course may not be repeated for additional credits.

HIM 2031. Global Development of Health Information Systems. 3 Credit Hours.
Health information systems (HIS) use healthcare technology to acquire, store, deliver and analyze medical data, which is also critical to medical facilities and personnel management, medical error reduction, professional training, and quality improvement. This course will introduce the different HIS/HIT developed worldwide and the various governments' roles in supporting the HIS development. Students will also learn how HIS/HIT is used in clinical care, patient monitoring, pandemic monitoring, and emerging global health areas.

Course Attributes: SI

Repeatability: This course may not be repeated for additional credits.

HIM 2203. U.S. Health Care System. 3 Credit Hours.
The health care delivery system is studied, with a focus on issues related to access, cost and quality. System components are examined including: important values and beliefs; the historical development of the health care system and the current status; health services financing; the role of health care professionals; the use of technology; outpatient, primary care, inpatient, managed care, long-term care and integrated services; issues for special populations; the process and purpose of health policy; and, future options for the delivery system. The role of the health information management professional is examined within the context of the health care system, including the importance of the professional Code of Ethics.

Repeatability: This course may not be repeated for additional credits.

HIM 2215. Health Information Management IT Fundamentals. 3 Credit Hours.
The course will provide a foundation in information technology (IT) concepts related to the HIM Practitioner. Content related to IT architecture, computer hardware, software, and networking systems, security, IT valuation, types of computer systems, centralized versus decentralized design, data capture technologies, and emerging technologies will be explored in the context of the health care industry. Specific attention will be addressed to the application of information technologies on the ability of health care organizations to respond to changes in the environment including regulatory, legislative, and accrediting agency initiatives.

Repeatability: This course may not be repeated for additional credits.

HIM 3020. Special Topics in Health Information Management. 1 to 3 Credit Hour.
This course provides students the opportunity to explore new and emerging areas in the field of health information management and to gain a deeper understanding of a specific area within the field. This course may also be used to present areas of study not normally taught in the program

Repeatability: This course may be repeated for additional credit.

HIM 3031. Health Technology Assessment. 3 Credit Hours.
Technological innovation has improved health care delivery and patient outcomes. Examples of breakthroughs include vaccines, targeted cancer therapies, joint replacement, pain management, infection control, and health information technology. Manufacturers, regulators, clinicians, patients, hospital managers, payers, policy makers, and others increasingly demand evidence to support decisions about technology's development, regulation, purchasing, utilization, and reimbursement to ensure its appropriate use, and more. This course introduces fundamental aspects and issues of the dynamic field of health technology assessment (HTA), from an international perspective. The course will cover HTA's growth and development in the public and private sectors, HTA methodologies and processes, and reporting to diverse users. Students will learn about how HTA impacts the development, adoption, and diffusion of health technology in the health care sector.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in HIM 2031.

HIM 3082. Independent Study in Health Information Management. 1 to 3 Credit Hour.
Exploration of an aspect of health information management, in accordance with a student's learning objectives. NOTE: Permission of the faculty member is required.

Repeatability: This course may be repeated for additional credit.

HIM 3101. Health Record Documentation. 3 Credit Hours.
The purposes and uses of health record documentation will be explored including the primary and secondary uses of healthcare data. The development, content, format, and standards of health record will be studied for various healthcare settings. Documentation requirements including accreditation, regulatory, and licensure standards and required data sets will be examined. An introduction to Health Information Management functions (including storage and retrieval, classification systems, access and release of health information, transcription, electronic document management systems) will be provided.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 1101 or 'Y' in CRHI01), HIM 1055, (HPM 2214 or 'Y' in CRHP01), ((KINS 1223 and KINS 1224), (KINS 1221 and KINS 1222), (KINS 1223 and 'Y' in CRKI03), (KINS 1224 and 'Y' in CRKI02), ('Y' in CRKI02 and 'Y' in CRKI03), or (KINS 1221 and 'Y' in CRKI17)), and (EPBI 2219, MATH 1013, PSY 1167, SOC 1167, STAT 2101, 'Y' in CREP01, 'Y' in CRMA02, or 'Y' in CRSO02)

HIM 3106. Pathophysiology. 3 Credit Hours.
An introduction to basic concepts of disease processes. Clinical course, related diagnostic and therapeutic procedures and expected outcomes for commonly occurring medical conditions are addressed.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 1101, 'Y' in HIM1, or 'Y' in CRHI01), (KINS 1223, 'Y' in KIN1, or 'Y' in CRKI02), and (KINS 1224, 'Y' in KIN2, or 'Y' in CRKI03)

HIM 3107. Healthcare Leadership and Strategic Management. 3 Credit Hours.
The course is designed to explore the characteristics and functions of management in the healthcare environment with specific attention to leadership and strategic management. This course includes the study of traditional management functions including planning, organizing, leading, and controlling, with an emphasis on the administrative role of the health information management professional. Students will also explore how HIM practitioners support the organization's initiatives, mission, vision and objectives through the development of policies, procedures, and allocation of resources. Change management theories and best practices will be evaluated.

Repeatability: This course may not be repeated for additional credits.

HIM 3111. Statistics and Research in Health Care. 3 Credit Hours.
Course addresses medical research methodologies; computation of routine health care institutional statistics; the United States vital statistics system; and, presentation and interpretation of health care data.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (STAT 2101, MATH 1013, PSY 1167, SOC 1167, 'Y' in STT5, 'Y' in CRMA02, or 'Y' in CRSO02)

HIM 3113. Healthcare Database Design and Development. 3 Credit Hours.
Efficient and effective database design is critical to a healthcare organization's ability to collect, report, analyze and use data. In this course, students will effectively design and build relational databases in 3NF using multiple relational database management systems with specific attention to design which facilitates performance of daily operations. In addition, students will become adept at a wide range of data definition functions including updating, deleting, saving, and reverting to older versions of databases. Significant attention is devoted to the data manipulation language. Query development will include simple and complex queries such as conditions, aggregation, string functions, nested queries, mathematical functions, and joins using traditional forms and ANSI standard forms. An introduction in data analysis and migration will also be explored with pivot tables and data exports and imports. This course requires extensive hands on laboratory assignments.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 1055, CIS 1055, 'Y' in CS04, or 'PASS' in BCP)

HIM 3203. Electronic Health Record Systems. 3 Credit Hours.
The role of the electronic health record systems (EHRS) as they support improvements in the quality of patient care and reduction of healthcare costs will be addressed. This class offers an overview of the features and functions in electronic health record systems and their application across the healthcare continuum with emphasis on the acute care and ambulatory care settings. The course will explore the history of the development of interoperable EHRS, the drivers and impediments for adoption, and the development of nationwide health information exchange. The course will cover the various types of health information systems that serve as feeders to clinical repositories.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 2215 (may be taken concurrently) or 'Y' in HIM3)

HIM 3208. International Classification of Diseases. 3 Credit Hours.
An intensive coding course based on the International Classification of Diseases diagnosis and procedural classification systems, as modified for use in the United States. The emphasis of instruction will be on application of coding principles for the acute care inpatient setting. The Medicare inpatient prospective payment system and the determination of diagnostic related groups (DRGs) for hospital reimbursement will also be addressed.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 3106 or 'Y' in CRHI08)

HIM 3216. Clinical Procedures and Pharmacology. 3 Credit Hours.
The course is designed to develop an understanding of pharmacology and the technical aspects of commonly performed surgical and medical procedures and diagnostic tests. Detailed descriptions of procedures, approaches, equipment and implanted devices used will be analyzed. The procedural objective in terms of diagnosis versus treatment will also be discussed. An introduction to the principles of pharmacology, including drug terminology, drug origins, forms, and actions; routes of administration; and the use of generic name drugs, trade name drugs and categories of drugs to treat various body systems will also be addressed.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 3106 or 'Y' in CRHI08)

HIM 3271. Professional Development. 1 Credit Hour.
This course is designed to help prepare students for career planning. The emphasis is on interview preparation (including behavioral event interviewing), expected behaviors and legal issues. Career options and resume preparation in the context of life long career development will be explored.

Repeatability: This course may not be repeated for additional credits.

HIM 3297. Health Information Management Human Resource Management. 3 Credit Hours.
Personnel policies and practices are evaluated for the healthcare environment, including: recruitment, selection and retention; personnel training and development; job design and analysis; performance management; employee and labor relations; compensation and benefits programs; and health and safety issues. NOTE: Writing Intensive course.

Course Attributes: WI

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 3107 or 'Y' in CRHI09)

HIM 4101. Health Informatics: Infrastructure and Standards. 3 Credit Hours.
This course will explore the purpose, use, benefits and challenges of various standards to achieve semantic interoperability for health information exchange. Healthcare standardization related to privacy, security, clinical vocabularies, data communication, architectural framework, and data content will be evaluated in the context of meaningful use of electronic health record systems (EHRS). National and international standards development efforts are also discussed. Gaps between adopted standards and existing practice will be evaluated. Key content and data standards will be explored.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 3203 or 'Y' in CRHI03)

HIM 4102. Legal Aspects of Health Information Management. 3 Credit Hours.
This course provides a foundation of the legal, ethical and regulatory requirements that affect the use, access and disclosure of health information. The U.S. legal system, sources of laws and regulations, elements of case law, civil procedures and trial processes will be addressed. Emphasis will be on issues related to privacy and confidentiality; negligence, malpractice and liability; informed consent and contracts.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 3101 or 'Y' in CRHI07) and (HPM 2214 or 'Y' in CRHP01)

HIM 4104. Health Information Management Operations Management. 3 Credit Hours.
This course will explore methods and management tools used in the analysis of health information systems. Students will develop objectives, policies and procedures and will perform benchmarking, productivity measurement, and workflow and layout analyses. Traditional business process analysis and redesign tools such as data flow diagramming, flow charting, and swimlanes, will be evaluated including the benefits and challenges of each technique. A survey of functional requirement specification gathering approaches will be reviewed and evaluated. Contract management, resource allocation, and workflow process redesign within the context of health information systems will also be addressed.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 3297 or 'Y' in CRHI06) and (HIM 3203 or 'Y' in CRHI03)

HIM 4105. Current Procedural Terminology Coding. 3 Credit Hours.
A coding course, based on the Current Procedural Terminology (CPT) coding system that is used for classifying physician and hospital outpatient services. The course examines the role of CPT codes in claim submission, benefit adjudication and provider reimbursement. The Healthcare Common Procedure Coding System (HCPCS) II is also addressed and coding skills for the application of coding principles are developed.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 3106 or 'Y' in CRHI08) and (HIM 3216 or 'Y' in CRHI05)

HIM 4113. Healthcare Reimbursement Systems. 3 Credit Hours.
Reimbursement methodologies are studied, as they relate to a variety of health care settings, payers and patient populations. Case mix analysis, charge master description, revenue cycle management, claims processing and fraud and abuse are discussed. Provides an overview of accounting and financial terms used by health care managers.

Co-requisites: HIM 4105.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 3208 or 'Y' in CRHI04) and (HPM 2214 or 'Y' in CRHP01)

HIM 4121. Healthcare Data Analytics. 3 Credit Hours.
Healthcare organizations have an ever increasing need to access, interpret, and analyze information from a multitude of data sources to respond quickly to changes in clinical practices, legislative, regulatory, and accrediting body initiatives, and the competitive marketplace. This course will explore data mining and analytic tools which facilitate the analysis of complex healthcare data. Students will review computer tools for manipulation, analysis and presentation of data using real-world examples across a wide range of healthcare settings.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 3113 or 'Y' in CRHI02)

HIM 4202. Health Information Management Project Management. 3 Credit Hours.
Managing EHRS projects centers on managing uncertainty at all stages. In this course, students will be introduced to the concepts of managing EHR projects by focusing on initiating, planning, executing, controlling, and closing projects in the context of topics such as integration, scope, timing, cost, quality, human resource, technology, communication, contracts, risk and procurement. The System Development Life Cycle of the EHRS development will be explored in depth. Topics surrounding cost-benefit analysis, return on investment, requests for proposal, and vendor selection will be emphasized.

Co-requisites: HIM 4104.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in HIM 4101.

HIM 4206. Intermediate Coding. 3 Credit Hours.
This course focuses on advanced topics in diagnosis and procedural coding using the ICD-10-CM, ICD-10-PCS, CPT and HCPCS coding systems. Emphasis will be placed on applying official coding guidelines, and health record documentation analysis and reimbursement optimization. Students will be able to code inpatient, ambulatory surgery and physician encounter cases. Computerized coding and grouping software will be used. The emerging role of computer assisted coding will also be addressed.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 3208 or 'Y' in CRHI04), (HIM 4105 or 'Y' in CRHI11), and (HIM 4113 or 'Y' in CRHI12)

HIM 4207. Healthcare Quality Improvement. 3 Credit Hours.
This course provides a foundation in quality and patient safety management processes in healthcare. The role of performance measurement and reporting, professional staff credentialing, registries, risk and utilization management, data analysis, and presentation in healthcare quality management will be discussed.

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in (HIM 3208 or 'Y' in CRHI04) and HIM 3111.

HIM 4286. Management Internship. 4 Credit Hours.
Intensive professional practice experience on a full-time basis for 4 weeks at selected affiliated institutions; emphasis on administrative aspects of health information management services.

Repeatability: This course may be repeated for additional credit.

Pre-requisites: Minimum grade of C in HIM 4101, (HIM 4102 or 'Y' in CRHI10), (HIM 4105 or 'Y' in CRHI11), (HIM 4113 or 'Y' in CRHI12), (HIM 4207 or 'Y' in CRHI13), and HIM 4121.

HIM 4298. Health Information Management Senior Seminar. 3 Credit Hours.
Writing intensive capstone course that requires a formal paper regarding an important and current health information management issue. Problems and cases are also used for the development of critical thinking, problem-solving, and decision-making skills. The assignments facilitate the application of health information management expertise and the skills needed for a professional career path. NOTE: Writing intensive course.

Course Attributes: WI

Repeatability: This course may not be repeated for additional credits.

Pre-requisites: Minimum grade of C in HIM 4101, (HIM 4102 or 'Y' in CRHI10), (HIM 4105 or 'Y' in CRHI11), (HIM 4113 or 'Y' in CRHI12), HIM 4121, and (HIM 4207 or 'Y' in CRHI13)