



Health Information Management

Also see *Health Information Management / Medical Coding and Billing*

Department Website:

<http://www.collin.edu/him>

Program Option:

AAS – Health Information Management

Health Information Management, often referred to as the business side of medicine, has rapidly expanded in scope and importance as healthcare shifts to a data driven, quality focused, patient centered industry. Initiatives like the electronic record, meaningful use, and accountable care have impacted healthcare and moved health information management from backstage to center stage.

The Associate of Applied Science (AAS) in Health Information Management (HIM) at Collin College is a 60 credit hour (two academic years) degree program preparing students for a career in health information management, as a health information professional. The program has been accredited by the Commission on Accreditation for Health Informatics and Information Management (CAHIIM) education. Upon successful completion of the coursework and the credential exam (facilitated by the American Health Information Management Association (AHIMA)), the graduate may use the designation RHIT behind the professional signature. Curriculum is based on the AHIMA Foundation's curricular competencies for the-Registered Health Information Technician (RHIT) credential and is approved by the Texas Higher Education. The program requires selective admission.

The Collin College Health Information Management program has a partnership with the College of St. Scholastica, the nation's oldest health information management program. Collin College HIM graduates have the opportunity to continue their HIM Bachelor of Science (BS) studies online with St. Scholastica and sit for the RHIA certification. This academic agreement maximizes the transfer of Collin credit and allows Collin students to complete some BS courses at Collin with Collin's lower tuition costs. For more information, see your Collin Advisor.

ACCREDITATION

The AAS in Health Information Management is accredited through the CAHIIM. They may be contacted at:

233 N. Michigan Ave., 21st floor

Chicago, IL 60601-5800

312.233.1100

www.cahiim.org

SPECIAL ADMISSION REQUIREMENTS

Admission to the AAS - HIM program is selective and based on a point system. Admission is limited to 25 students per semester. Application deadlines are the 2nd Friday in November and 2nd Friday in May. The application is found on the HIM program website: www.collin.edu/him under "Forms" and should be submitted to the department office via email, fax, or mail by the appropriate deadline.

Eligibility requirements for application to AAS-HIM program:

- Complete Collin College Admission requirements
- Complete Collin College reading, writing and mathematics assessments, placing at the College-Level (TSI Testing).
- Overall GPA of 2.5. Please note that a grade of "C" or better must be earned in all HIM specific courses including HITT-1305, HITT-2471 and BIOL-2404.
- Completion of the Test of Essential Academic Skills (TEAS), prior to Application Deadline, with satisfactory results. Registration details on the department webpage www.collin.edu/him
- Complete HIM application

A complete HIM packet includes:

- Completed HIM Application:
 - Consent for background check
 - Consent for drug screening
 - Immunization documentation – List of required immunizations are on the HIM webpage Note: Hepatitis B is typically a 7 month process. The TB screen and flu vaccine have a 12 month expiration.
 - Signed *Functional Abilities / Core Performance Standards for Health Information Management Program - Clinical Expectations*. Students who think they may not be able to meet the functional standards and need accommodation are encouraged to contact the college ACCESS department as soon as this program is of interest.

- A 500 word essay explaining why you have chosen to become a Health Information professional.
- Two letters of reference from employers or teachers (not family or friends) that can attest to your professionalism. Letters should be emailed to [Michelle Millen](mailto:MMillen@collin.edu), Program Director: MMillen@collin.edu
- TEAS test scores – Applicants must score a 60% or better on three of the four tested areas.

After Admission

- Earn a grade of “C” or better in all major course work and maintain a 2.5 GPA to continue in the HIM program
- All Clinical requirements may be found on the webpage at www.collin.edu/him . Submit all necessary documentation for Clinical consideration PRIOR to first Clinical experience. The Clinical courses are HITT-1160 and HITT-2361.

AAS – Health Information Management

60 credit hours

PRE-ENTRANCE REQUIREMENTS

- A) Students planning to apply for admission to the program must have completed, or be in the process of completing, the courses listed below. Students are required to achieve a grade of “C” or better in HITT 1305, BIOL 2404 and HITT 2471.
- 1) ENGL 1301, Composition I
 - 2) HITT 1305, Medical Terminology I
 - 3) PHIL 2306, Introduction to Ethics (or any alternate course listed)
 - 4) [Social / Behavioral Sciences](#) course
 - 5) BIOL 2404, Human Anatomy and Physiology Basic
 - 6) HITT 2471, Pathophysiology and Pharmacology
- B) Students entering the program must be prepared to enter college-level mathematics by either completion of MATH 0310 or by placement at the MATH 1314, College Algebra level.

The following layout is a suggestion of course progression. It reflects the course load for a full-time student. Students may take classes part-time. All

courses listed in the degree plan are available online, with the exception of the clinical courses.

PREREQUISITES

<u>ENGL</u>	<u>1301</u>	<u>Composition I</u>
<u>HITT</u>	<u>1305</u>	<u>Medical Terminology I</u>
<u>PHIL</u>	<u>2306</u>	<u>Introduction to Ethics</u> ¹
<u>GEN ED</u>		<u>Social / Behavioral Sciences</u> course

FIRST YEAR

First Semester

<u>BIOL</u>	<u>2404</u>	<u>Human Anatomy and Physiology Basic</u> ²
HITT	1301	Health Data Content and Structure
HITT	2471	Pathophysiology and Pharmacology
HPRS	2232	Health Care Communications

Second Semester

HITT	1311	Health Information Systems
HITT	1341	Coding and Classification Systems
HITT	1345	Health Care Delivery Systems
<u>HUMA</u>	<u>1301</u>	<u>Introduction to Humanities I</u> (See Humanities / Fine Arts options)

or

<u>MATH</u>	<u>1342</u>	<u>Elementary Statistical Methods</u>
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SECOND YEAR

First Semester

HITT	1160	Clinical I - Health Information / Medical Records Technology
HITT	1353	Legal and Ethical Aspects of Health Information
HITT	2339	Health Information Organization and Supervision
HITT	2346	Advanced Medical Coding
HITT	2435	Coding and Reimbursement Methodologies

Second Semester

HITT	2249	RHIT Competency Review
HITT	2361	Clinical II - Health Information / Medical Records Technology ³
HITT	2443	Quality Assessment and Performance Improvement

1. May substitute PHIL-1301, PHIL-1304, PHIL-2303, PHIL-2307 or PHIL-2321
2. No course substitutions.
3. HITT-2361 is the Capstone course.