Course Description

HIM1110L | Health Information Management Data Collection Lab | 3.00 credits

This course is designed to apply basic requirements imposed by regulatory agencies to health record data. Students will learn how clinical data repositories store health information. Concepts relating to confidentiality, ethics, and release of information will be applied. Prerequisite: HIM 1000, 2472; corequisite HIM1110.

Course Competencies:

Competency 1: The student will demonstrate retrieval skills, analyzing, and managing data from the health record by:

1. Performing analysis of accuracy, accessibility, comprehensiveness, and consistency of a quality record
2. Performing compliance review of health records utilizing accrediting agencies' indicator measures (TJC standards)
3. Collecting and conducting qualitative analysis to ensure that documentation in the health record supports the diagnosis and reflects the patient's progress, clinical findings, and discharge status
4. Auditing data collected by HEDIS, TJC, MDS, ORYX and other organizations

Competency 2: The student will perform standard procedures to maintain, edit, and manage health data in all formats using computer technology software by:

1. Applying appropriate methods to correct data collection errors in paper/computer-based health information
2. Designing and evaluating health record forms using standard design elements
3. Editing and transferring recorded data for completeness of EHR
4. Recommending equipment used in a health information department

Competency 3: The student will perform standard procedures to maintain, edit, and manage health data in all formats using computer technology software by:

1. Accessing software for data entry into master patient index/chart-tracking/record completion/cancer registry programs
2. Transmitting electronically protected health information using secure methods
3. Evaluating and making written recommendations for electronic health record software

Learning Outcomes:

- Formulate strategies to locate, evaluate, and apply information
- Use computer and emerging technologies effectively