

**MEDR - 1114 Intro to Health Info Managemnt, 4.00 Credits**

Prerequisite(s): COMP 1503 with C or better \* and ( BIOL 1114 with C or better \* or BIOL 1404 with C or better \* )

Level: Lower

This is a lecture- and lab-based online course that covers the study of health record content, documentation, compliance with regulations and standards; the role of HIM professionals; data retention, storage and retrieval, and destruction; release of information, privacy, confidentiality, and HIPAA; legal and ethical issues related to healthcare documentation; the principles to the practice of HIM; primary and secondary use of data; and healthcare organizations and delivery systems.

**MEDR - 1132 Essentials of Pharmacology, 2.00 Credits**

Prerequisite(s): MEDR 1133 with C or better \*

Level: Lower

This is a lecture-based online course for those entering a health care profession, and it covers the study of basic concepts and terminology associated with medication structure, function, interaction, and administration. Core concepts in pharmacology are introduced, including terminology, consumer safety and drug regulations, sources and bodily effects of drugs, medication preparation, abbreviations and systems of measurements, responsibilities, and principles of drug administration. Students also identify diseases associated with certain medications as well as medications that would be prescribed for certain diseases. Commonly used drugs are organized according to classification, and each classification is described along with characteristics of typical drugs, purpose, side effects, cautions and interactions. Patient education for each category is included.

**MEDR - 1133 Medical Terminology, 3.00 Credits**

Level: Lower

This is a lecture-based course offered in both traditional on-campus and on-line formats that includes the study of body systems and functions, including the structure, meaning, and use of medical terms related to diseases and operations of the human body. Body systems studied include integumentary, musculoskeletal, nervous, sensory organs, endocrine, cardiovascular, respiratory, reproductive, genitourinary, and digestive. Units on psychiatry, psychology and pharmacology (drugs) are also covered. Students also learn how to use research medical information (e.g., such as reputable electronic medical references).

**MEDR - 1223 Hlth Data Mgmt & Hlthcare Stat, 3.00 Credits**

Prerequisite(s): MEDR 1114 with C or better

Level: Lower

This is a lecture and lab-based online course. Topics of study include health data management (data collection, validity, and accuracy), data governance and information governance, analytics and decision support, secondary data sources, clinical indices, databases, and registries. Reporting of data, healthcare report generation, presentation of data, graphic representation, healthcare descriptive statistics (census, percent of occupancy, length of stay, healthcare rates), measures of central tendency (frequency distribution), vital statistics data and rates, research methods, productivity, staffing levels, and budgeting will be covered.

**MEDR - 1234 ICD-10-CM & ICD-10-PCS Coding, 4.00 Credits**

Prerequisite(s): MEDR 1114 with C or better and ( BIOL 2214 with C or better \* or BIOL 2504 with C or better \* ) and BIOL 4403 with C or better \* and MEDR 1132 with C or better \*

Level: Lower

This is a lecture- and lab-based online course that includes a study of clinical classification systems (e.g., ICD-10-CM and ICD-10-PCS) and reimbursement methodologies. Topics of study include the use and maintenance of electronic applications and work processes that support clinical classification and coding; assignment of diagnosis and procedure codes using current nomenclature (paper-based coding manuals and encoder software); ensuring the accuracy of diagnostic and procedural groupings (e.g., DRGs, MS-DRGs); interpretation of regulations and coding guidelines; validation of coding accuracy by using clinical information located in the health record; use and maintenance of applications and processes to support other clinical classification and nomenclature systems (e.g., DSM-V); and use of clinical data for reimbursement and prospective payment systems.

**MEDR - 1244 CPT & HCPCS Level II Coding, 4.00 Credits**

Prerequisite(s): ( MEDR 1114 with C or better and MEDR 1132 with C or better ) and ( BIOL 2214 with C or better \* or BIOL 2504 with C or better \* ) and BIOL 4403 with C or better \*

Level: Lower

This is a lecture- and lab-based online course that includes a study of the CPT and HCPCS level II clinical classification systems and outpatient and physician office reimbursement methodologies. Topics of study include the use and maintenance of electronic applications and work processes that support clinical classification and coding; assignment of procedure codes using current nomenclature; ensuring the accuracy of procedural groupings (e.g., ambulatory payment classifications, Medicare physician fee schedule); interpretation of regulations and coding guidelines; validation of coding accuracy by using clinical information located in the health record; and use of clinical data for reimbursement and prospective payment systems.

**MEDR - 2614 Advanced Coding & Reimbursement, 4.00 Credits**

Prerequisite(s): MEDR 1234 with C or better and MEDR 1244 with C or better

Level: Lower

A lecture- and lab-based online course that includes intermediate and advanced study of the ICD-10-CM and ICD-10-PCS (abbreviated as ICD-10-CM/PCS), CPT, and HCPCS level II classification systems. Application-based assignments allow students to demonstrate their mastery of coding conventions, coding principles, and official inpatient and outpatient coding guidelines. Students use inpatient and outpatient (e.g., ambulatory surgery, emergency department, physician office) case studies and patient records to assign codes to diagnosis/procedure statements and generate physician queries. ICD-10-CM, ICD-10-PCS, CPT, and HCPCS level II coding manuals and encoders (e.g., CodeFinder, CodeCorrect.com, Encoder Pro, Quantim) are required. Students generate diagnosis-related groups (DRGs) and ambulatory patient classifications (APCs) for inpatient and outpatient cases, respectively, and complete assignments to master other prospective payment systems (e.g., ambulatory surgical center payments, resource utilization groups, home health resource groups).

**MEDR - 3114 Electronic Health Record Mgmt, 4.00 Credits**

Prerequisite(s): MEDR 1114 with C or better

Level: Lower

This is a lecture and lab-based course that includes the completeness, reliability, accuracy, and validity of electronic health records and electronic secondary data sources according to organizational policies, external regulations and health information management standards. Topics include the following: legal, regulatory, departmental, and organizational policies and procedures for data/information standards for internal and external use, exchange, confidentiality, privacy and security measures, access and disclosure, retention and destruction of patient protect electronic health information, and the use of software in the completion of HIM processes. This course also includes a review of the processes used in the selection and implementation of electronic health information management systems including project management methodologies and vendor/contract management, health information analytics and report generation technologies to facilitate decision-making and support enterprise-wide decision support for strategic planning, and the current trends and future challenges in health information technology.

**MEDR - 3414 Quality & Legal Aspects of HIM, 4.00 Credits**

Prerequisite(s): MEDR 1114 with C or better and MEDR 1223 with C or better \*

Level: Lower

This is a lecture- and lab-based online course that includes a study of health information requirements and standards with an emphasis on health law and compliance; risk management, quality improvement and patient safety; health information privacy and security; and ethical standards.

**MEDR - 4111 Health Informatn Tech Seminar, 1.00 Credit**

Prerequisite(s): MEDR 1114 with C or better and MEDR 1223 with C or better and MEDR 1244 with C or better and MEDR 1234 with C or better and MEDR 3414 with C or better and MEDR 4214 with C or better \* and MEDR 4514 with C or better \* and MEDR 4312 with C or better \* and MEDR 4322 with C or better \*

Level: Lower

A lecture-based online course that includes content new to the health information management (HIM) profession and to which students did not receive instruction in previous course(s). Examples of such content includes, but is not limited to, new and revised coding classification systems, federal and state statutes (laws) and regulations, information technology initiatives, and so on. Appropriate preparation for taking the Registered Health Information Technology (RHIT) exam is integrated throughout the course, during which students will complete practice exams in HIM content areas and interact with the instructor(s) in discussion board forums to receive clarification about concepts and study techniques. This course should be taken in the student's last semester of study.

**MEDR - 4213 Leadership in Health Info Tech, 3.00 Credits**

Prerequisite(s): MEDR 3414 with C or better and MEDR 4514 with C or better \*

Level: Lower

This is a lecture-based online health information technology course covering the study of leadership topics specific to health information technology including team leadership; change management; work processes and goals; utilization of data in management roles; labor regulations; resource requisitions; training and development methodology, cultural issues affecting health, healthcare quality, cost, and programs; and policies that support a culture of diversity.

**MEDR - 4214 Insurance&Reimbursement Processing, 4.00 Credits**

Prerequisite(s): MEDR 1114 with C or better and MEDR 1234 with C or better

Level: Lower

This is a lecture- and lab-based online course that includes a study of clinical classification systems, reimbursement methodologies, and financial management. The course includes completion of CMS-1450 (UB-04) and CMS-1500 claims for inpatient, outpatient, emergency department, and physician office encounters as well as a review of inpatient and outpatient cases to identify issues of fraud and abuse.

**MEDR - 4312 HIM Operations PPE, 2.00 Credits**

Prerequisite(s): MEDR 1114 with C or better and MEDR 1223 with C or better and ( MEDR 5114 with C or better or MEDR 3114 with C or better ) and MEDR 1244 with C or better and MEDR 1234 with C or better and MEDR 4214 with D or better \* and MEDR 4514 with D or better \* and BIOL 1114 with C or better and BIOL 2214 with C or better and BIOL 4403 with C or better and MEDR 3414 with C or better

Level: Lower

Applied Learning-Practicum, Clinical Liability Insurance

This course will provide students with varied opportunities in HIM through a professional practice experience (PPE) that includes supervised practical application at a healthcare facility health information management department. On site at the healthcare facility, students will be under the supervision of a qualified Registered Health Information Administrator (RHIA), Registered Health Information Technician (RHIT), or other qualified personnel to whom they are assigned. The PPE is designed to enable students to obtain actual practical experience in theoretical and application-based procedures previously studied. Students will complete a maximum of 80 unpaid hours on site. Students will be required to complete weekly logs, discussion board postings of their experience, and submit a completed student handbook along with a final project at the end of their PPE. If a student is not able to be placed at a healthcare facility, remote projects/assignments may be substituted and are supervised by the accepting professional practice site. Additional internet-based laboratory projects/assignments to meet course objectives are assigned and evaluated by college faculty to stimulate professional practice experience as needed.

**MEDR - 4322 Coding PPE, 2.00 Credits**

Prerequisite(s): MEDR 1114 with C or better and ( MEDR 3114 with C or better or MEDR 5114 with C or better ) and MEDR 1244 with C or better and MEDR 1234 with C or better and MEDR 4214 with C or better \* and BIOL 1114 with C or better and BIOL 2214 with C or better and BIOL 4403 with C or better

Level: Lower

Applied Learning-Practicum, Clinical Liability Insurance

This course is designed to provide students with a professional practice experience (PPE) that includes supervised practical application at a healthcare facility health information management department to provide coding opportunities utilizing ICD-10-CM/PCS, CPT and HCPCS level II codes. On site at the healthcare facility students will be under the supervision of a qualified Registered Health Information Administrator (RHIA), Registered Health Information Technician (RHIT), or other qualified personnel to who they are assigned. The PPE is designed to enable students to obtain actual practical experience in theoretical and application-based procedures previously studied. Students will complete a maximum of unpaid 80 hours on site. Students will be required to complete weekly logs, discussion board postings of their experience, and submit a completed student handbook along with a final project at the end of their PPE. If a student is not able to be placed at a healthcare facility, remote projects/assignments may be substituted and are supervised by the accepting professional practice site. Additional internet-based laboratory projects/assignments to meet course objectives are assigned and evaluated by college faculty to simulate professional practice experience as needed.

**MEDR - 4514 Alternate Care Hlth Info Mgmt, 4.00 Credits**

Prerequisite(s): MEDR 1114 with C or better \* and MEDR 1223 with C or better \* and ( MEDR 5114 with C or better \* or MEDR 3114 with C or better \* )

Level: Lower

This is a lecture- and lab-based online course that includes a study of health information management (HIM) consulting, cancer registry management, healthcare information requirements and standards in alternate healthcare settings (e.g., behavioral healthcare facilities, correctional facilities, long-term healthcare facilities, etc.), clinical classification systems for alternate health care (e.g., DSM-5, ICD-O-3, SNOMED-CT), alternate healthcare delivery systems, HIM human resources, and HIM financial and resource management.

**MEDR - 4900 Directed Study, 1.00 TO 6.00 Credits**

Level: Lower

An internet-based elective course for students interested in advanced work in health information management in an area of special interest. Enrollment is limited in order to allow each student the opportunity to pursue his/her area of special interest.