

Health Information Management Technology & Coding Specialist Certificate (HIM & COC)

To apply for this program at Cincinnati State, visit our Admissions Page (<http://www.cincinnati-state.edu/academics/admission>)

Health Information Management Technology (HIM)

| | | Lec | Lab | Credits |
|------------------------------------|---|-----|-----|---------|
| Semester 1 | | | | |
| FYE 1XX | | 1 | 0 | 1 |
| First Year Experience Elective (B) | | | | |
| HIM 100 | Introduction to Health Information Management (B) | 3 | 0 | 3 |
| HIM 105 | Legal Aspects of Health Information Management (B) | 2 | 0 | 2 |
| BIO 151 | Anatomy and Physiology 1 (B) | 3 | 2 | 4 |
| MAT 1XX | | 2 | 2 | 3 |
| Math Elective (G) | | | | |
| Semester 2 | | | | |
| HIM 115 | Clinical Abstracting of Health Data (B) | 2 | 0 | 2 |
| HIM 120 | Health Information Technology Systems (T) | 3 | 0 | 3 |
| BIO 152 | Anatomy and Physiology 2 (B) | 3 | 2 | 4 |
| MCH 1XX | | 3 | 0 | 3 |
| Medical Terminology Elective (T) | | | | |
| IM 120 | Electronic Spreadsheets: Microsoft Excel (T) | 2 | 3 | 3 |
| Semester 3 | | | | |
| HIM 110 | Healthcare Quality Management and Data Analysis (T) | 4 | 0 | 4 |
| HIM 130 | International Classification of Diseases (ICD) Coding (T) | 4 | 0 | 4 |
| HIM 135 | Pharmacology for Health Information Management (B) | 1 | 0 | 1 |
| BIO 240 | Pathophysiology (G) | 3 | 0 | 3 |
| Semester 4 | | | | |
| HIM 210 | Healthcare Reimbursement Methodologies (T) | 3 | 0 | 3 |
| HIM 215 | Advanced Medical Coding (T) | 4 | 0 | 4 |
| HIM 225 | Current Procedural Terminology (CPT) Coding (T) | 3 | 0 | 3 |
| ENG 101 | English Composition 1 (G) | 3 | 0 | 3 |
| Semester 5 | | | | |
| HIM 200 | Health Information Management Strategies (T) | 3 | 0 | 3 |
| HIM 220 | Health Information Management Certification Exam Review (T) | 2 | 0 | 2 |
| HIM 280 | Health Information Management Professional Practice (T) | 0 | 7 | 1 |

Health Information Management Technology (HIM)

The Health Information Management program at Cincinnati State focuses on the maintenance of health care data and management of information resources. Health Information Management professionals collect, integrate, and analyze primary and secondary health care data; disseminate information; and manage information resources related to the research, planning, provision, payment, and evaluation of health care services.

Graduates earn an Associate of Applied Science degree, and are prepared to take the national certification examination for registered health information technicians (RHIT) offered through the American Health Information Management Association.

Students must have a minimum grade point average (GPA) of 2.75 to graduate.

All of the core courses in the Health Information Management program are offered online.

The Health Information Management Technology program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Website: <http://www.cahiim.org>

Coding Specialist Certificate (COC)

In many instances, financial reimbursement to patients or medical professionals for healthcare services is tied to the use of standard numeric coding systems. The Coding Specialist Certificate prepares students for entry-level positions applying these codes to healthcare records in hospitals, outpatient clinics, physician group practices, billing companies, and insurance companies.

Students learn to accurately determine code assignments using ICD and CPT coding systems.

Graduates of the certificate program may take an entry-level certification exam offered by the American Health Information Management Association (AHIMA). Successful completion of the exam earns the credential Certified Coding Associate (CCA).

Professional organizations that offer advanced certification recommend coding education along with experience in the field prior to pursuing certification. Individuals should evaluate their knowledge and experience prior to considering an advanced certification examination.

For more information, please contact the Health and Public Safety Division at (513) 569-1670.

| | | | |
|---|-----------|-----------|-----------|
| ENG 10X English Composition Elective (G) | 3 | 0 | 3 |
| PSY 1XX Psychology Elective (G) | 3 | 0 | 3 |
| Total Credits: | 60 | 16 | 65 |

Electives

First Year Experience Elective

| | | |
|---------|------------------------------|---|
| FYE 100 | College Survival Skills | 1 |
| FYE 105 | College Success Strategies | 2 |
| FYE 110 | Community College Experience | 3 |

English Composition Elective

| | | |
|---------|---|---|
| ENG 104 | English Composition 2: Technical Communication | 3 |
| ENG 105 | English Composition 2: Business Communication | 3 |

Psychology Elective

| | | |
|---------|-------------------------------------|---|
| PSY 100 | Applied Psychology: Human Relations | 3 |
| PSY 110 | Introduction to Psychology | 3 |

Medical Terminology Elective

| | | |
|----------------------|--|---|
| MCH 104 | Comprehensive Medical Terminology | 3 |
| MCH 101 & MCH 102 | Medical Terminology 1 and Medical Terminology 2 | 4 |

Math Elective

| | | |
|---------|------------------------|---|
| MAT 105 | Quantitative Reasoning | 3 |
| MAT 115 | Pre-Statistics | 3 |

The letters G, B, and T (displayed after course titles or elective descriptions) identify types of courses required by the Ohio Department of Higher Education as part of an associate's degree curriculum.

G = General Education course in this curriculum

B = Basic Skills course in this curriculum

T = Technical course in this curriculum

Coding Specialist Certificate (COC)

| Semester 1 | | Lec | Lab | Credits |
|------------|---|-----|-----|---------|
| FYE 1XX | First Year Experience Elective | 1 | 0 | 1 |
| HIM 100 | Introduction to Health Information Management | 3 | 0 | 3 |
| BIO 151 | Anatomy and Physiology 1 | 3 | 2 | 4 |
| Semester 2 | | | | |
| HIM 115 | Clinical Abstracting of Health Data | 2 | 0 | 2 |
| BIO 152 | Anatomy and Physiology 2 | 3 | 2 | 4 |
| MCH 1XX | Medical Terminology Elective (T) | 3 | 0 | 3 |

Semester 3

| | | | | |
|---------|---|---|---|---|
| HIM 130 | International Classification of Diseases (ICD) Coding | 4 | 0 | 4 |
| HIM 135 | Pharmacology for Health Information Management | 1 | 0 | 1 |
| BIO 240 | Pathophysiology | 3 | 0 | 3 |

Semester 4

| | | | | |
|---------|---|---|---|---|
| HIM 210 | Healthcare Reimbursement Methodologies | 3 | 0 | 3 |
| HIM 215 | Advanced Medical Coding | 4 | 0 | 4 |
| HIM 225 | Current Procedural Terminology (CPT) Coding | 3 | 0 | 3 |

| | | | | |
|-----------------------|--|-----------|----------|-----------|
| Total Credits: | | 33 | 4 | 35 |
|-----------------------|--|-----------|----------|-----------|

Electives

First Year Experience Elective

| | | |
|---------|------------------------------|---|
| FYE 100 | College Survival Skills | 1 |
| FYE 105 | College Success Strategies | 2 |
| FYE 110 | Community College Experience | 3 |

Medical Terminology Elective

| | | |
|----------------------|--|---|
| MCH 104 | Comprehensive Medical Terminology | 3 |
| MCH 101 & MCH 102 | Medical Terminology 1 and Medical Terminology 2 | 4 |

Faculty

Program Chair/Advisor

Professor Cindy Kneip, RHIA
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