


FLEXIBLE ONLINE BACHELOR'S DEGREE COMPLETION PROGRAMS

 CharterOakSM
STATE COLLEGE

Degrees Without Boundaries

CAHIM ACCREDITED

**Bachelor of Science Degree
Health Information Management**



Advancing the nation's workforce
one graduate at a time

Health Information Management Major

The Program

Developed by experts in this fast-growing field, Charter Oak's online bachelor's degree in Health Information Management equips students with the health care knowledge and skills needed to manage patient data and improve patient care in today's health care environments. Knowledge of the electronic management of sensitive patient health information and health care organization revenue cycle management is critical for success in the health care field today. Our program is structured to provide a professional education with a comprehensive curriculum that is guided by the principle of quality health care through quality information.

The HIM Bachelor of Science program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

The Bureau of Labor Statistics cites Health Information Management as being one of the 20 fastest growing occupations in the U.S. with a projected job growth rate of 23% from 2012 to 2022.

Graduates of the Health Information Management program will learn to:

- Collect and manage patient health information
- Code diagnoses and procedures for reimbursement and billing
- Manage health care organization revenue cycles
- Administer electronic medical/health records systems
- Administer health information exchange systems
- Prepare reports that doctors, nurses, and other health care providers rely on to deliver quality health care
- Protect the confidentiality and privacy of health records
- Ensure the security of health records
- Supervise HIM professionals
- Prepare HIM financial plans and budgets
- Manage HIM technology projects
- Participate in decisions about health informatics systems



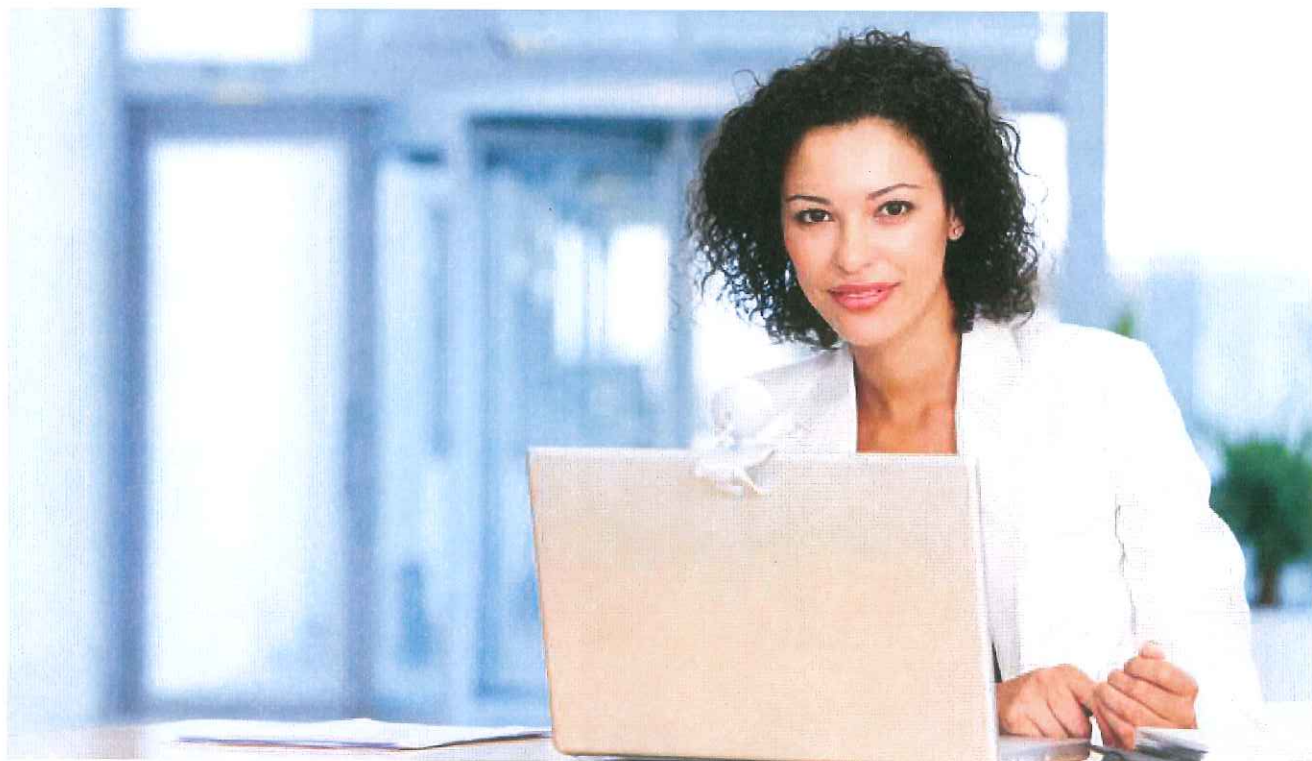
The Health Information Management Major Curriculum

Foundation Courses:

ITE 102	Introduction to Computer Science	HCA 211	Health Care Finance
HCA 105	Medical Terminology	BIO 212	Anatomy & Physiology
BIO 130	Human Biology	BIO 215	Pathophysiology
HIM 205	Reimbursement Methodologies	HIM 305	Health Care Organizations Management
HIM 210	Medical Coding and Billing I - ICD-10	HRM 310	Human Resources
HIM 211	Medical Coding and Billing II - CPT	MGT 451	Team Leadership

Major Courses:

HCA 101	Health Care Systems and Administration	HIM 405	Health Information Law, Privacy, and Security
HIM 115	Principles of Health Information Management	HIM 410	Health Care Database Design and Development
HIM 200	Health Information Systems	HIM 420	Health Care Research and Quality
HIM 300	Medical Vocabularies and Classification Systems	MGT 460	Project Management
HCA 301	Contemporary Ethical Issues in HCA	HIM 498	Health Information Management Practicum
HIM 315	Health Statistics	HIM 499	Health Information Management Capstone
HIM 320	Electronic Health Records and Health Information Exchange		





Academic Requirements

Bachelor of Science Degree

- General Education: Minimum of 40 credits
- Foundation Courses: 37 credits
- Major: Minimum of 39 credits
- Elective credits: To bring the total to 121 credits
- 30 credits must be at the upper level
- A minimum of 18 credits in the major plus the Capstone must be earned at Charter Oak State College to satisfy the residency requirement
- At least 60 of the 121 credits need to be in liberal arts subjects

All students must successfully complete the three-credit Cornerstone Seminar (IDS 101) usually during their first term.

Students who already possess a health care related credential (i.e., RHIT) may be able to receive credits for it, reducing the number of required courses.

Successful candidates for the Bachelor of Science degree in Health Information Management:

- Should be familiar with working in a health care or health care-related environment or a strong desire to develop the skills to do so
- Have an aptitude for biological sciences and information technology



Working in Health Information Management

Health information management professionals work in a variety of different settings and job titles. They often serve in bridge roles, connecting clinical, operational, and administrative functions.

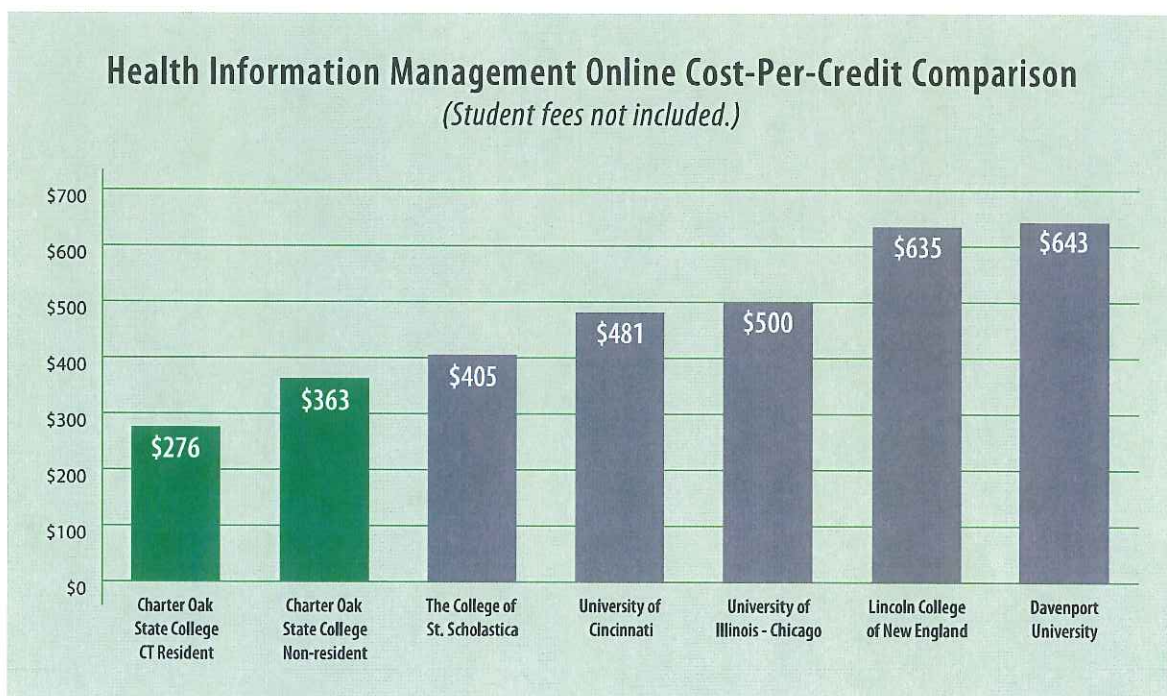
These professionals affect the quality of patient information and patient care at every touch point in the health care delivery cycle.



HIM professionals hold a variety of positions including:

- HIM Manager
- HIM Supervisor
- Electronic Health Record Manager
- Reimbursement Specialist
- Clinical Documentation Improvement Specialist
- Health Information Data Analyst
- Privacy Officer
- Revenue Cycle Manager
- Medical Practice Manager
- Medical Coder/Auditor

See www.CharterOak.edu/HIM/Jobs for brief descriptions of these positions.



Advance your Career...Change your Life

Charter Oak State College is Connecticut's public online college offering associate and bachelor's degree completion programs in a number of high-demand fields including Health Information Management, Health Care Administration, and Cyber Security. Our students complete degrees through the use of our online courses and by combining other sources of credit. Our institution is accredited by the New England Association of Schools and Colleges.



“A student who is excited about the future, using new technologies in a health care setting, and who wants to be part of the health care process will enjoy this program.”

Dr. Frank M. Valier, Assistant Director, Health Information Management Program

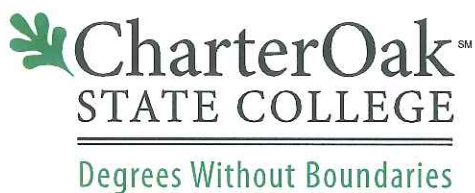


Students successfully completing this CAHIIM accredited program are eligible to take the Registered Health Information Administrator (RHIA) exam offered by the American Health Information Management Association (AHIMA).

Contact Us

www.CharterOak.edu/HIM // admissions@charteroak.edu // 860-515-3701

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A Connecticut State College accredited by the New England Association of Schools and Colleges.

Charter Oak State College complies with all applicable federal and state laws regarding nondiscrimination and affirmative action.