



HIMT 301: Digital Literacy in Healthcare

**3
Credits**

This course provides an overview of medical clinical workflow, with emphasis on inter-professional electronic documentation and functionalities of the electronic health record (EHR). Through hands-on experience, this course advances the students' understanding of the electronic health record, health IT policies, data and database management systems in support of the EHR.

[HIMT 301 course syllabus](#)

HIMT 340: Ethical Issues, Security Management, and Compliance

**3
Credits**

This course introduces three broad subjects: (1) evidence-based medical ethics pertaining to healthcare information management; (2) framework of healthcare information security management, including security principles, policies and procedures, security management models, risk assessment, and protection mechanisms; (3) healthcare regulations and compliance with focuses on the legislative systems, policies, and legal environment of healthcare in the U.S. and the existing health information laws, regulations, and standards. Also addressed are the elements and development of compliance programs.

[HIMT 340 course syllabus](#)

HIMT 380: Healthcare Billing, Coding, and Reimbursement

**3
Credits**

This course examines the coding and reimbursement connection; topics include managed care plans, prospective payment systems, Medicare-Medicaid reimbursement, Resource-Based Relative Value Scale, case mix management, and revenue cycle management.

[HIMT 380 course syllabus](#)

HIMT 400: Healthcare Information and Technology—Data

**3
Credits**

This course explores the sources and data contents of healthcare information as well as the proper presentation of it for different usage levels. Topics addressed include: (1) data structure and use of health information (individual, comparative, and aggregate), (2) type and content of health record, (3) data quality assessment, (4) secondary data sources, (5) healthcare data sets, (6) health information archival systems, and (7) National Healthcare Information Infrastructure (NHII). The course will also cover topics in bioinformatics.

[HIMT 400 course syllabus](#)

HIMT 415: Human Resource Management in Healthcare

**3
Credits**

This course examines the role of the HIM professional in managing human resources to facilitate staff recruitment, retention, and supervision.

[HIMT 415 course syllabus](#)

HIMT 420: Healthcare Systems: Project Management

**3
Credits**

This course addresses the phenomenal impact information system (IS) projects have had on healthcare delivery. Students learn how healthcare IS projects affect organizations, doctors, patients, and chronic-illness treatments, as well as individuals interested in managing their own healthcare. Concepts and tools for effective healthcare IS project management, process re-engineering, and work redesign are introduced. The purpose of this course is to expose students to IS project management activities in healthcare settings. Topics covered include recent healthcare IS project trends, budgeting, scheduling, resource management, scope, risk analysis, and deployment controls. The genesis of healthcare project management is covered using specific cases and examples.

[HIMT 420 course syllabus](#)

HIMT 430: Quality Assessment and Improvement

**3
Credits**

This course examines the quality assessment and quality improvement cycle (plan, do, check, act) and the role of the HIT/HIM professional in the process. Tools used in quality and risk management processes will be examined.

[HIMT 430 course syllabus](#)

HIMT 440: Group Processes, Team Building, and Leadership

**3
Credits**

This course introduces students to the necessary group/team processes that are at the root of building, developing, and maintaining medical/healthcare work teams and the effective functioning of such teams. The course also provides an overview of leadership development techniques. Also included is a focus on the uses of various communication technologies in the team-building and functioning processes.

[HIMT 440 course syllabus](#)