Academic Plan: Associate of Applied Science - Health Information Technology

# Catalog Year: 2021/2022

# 64 Total Credits

The Associate of Applied Science (AAS) degree in Health Information Technology is designed to develop the technical skills necessary for managing health information within the healthcare delivery system. The AAS degree program in Health Information Technology emphasizes the technical component of health information services and is designed to prepare entry-level graduates with the knowledge and skills necessary to use, analyze, abstract, code, present, and retrieve data in a variety of health care settings. Health Information Management professionals, in their capacity as Custodian of the Medical Record are responsible for safekeeping of Protected Health Information and compliance with governmental regulations. Upon successful completion of the program, the graduate is eligible to write the national certification examination and upon successful passing of this examination, receive the RHIT (Registered Health Information Technology) credentials. This program is accredited by the Commission on Accreditation for Health Informatics and Information Management (CAHIIM). The American Health Information Management Association (AHIMA) is the association of health information management (HIM) professionals. AHIMA Web site: www.ahima.org

# General Education Courses

CIS 118 - Intro to PC Applications (3 Cr.) available Fall, Spring, and Summer semesters

COM 115 - Public Speaking\* OR COM 125 - Interpersonal Communication OR any other higher level Communication Course available Fall, Spring, and Summer semesters

ENG 121 - English Composition OR any other higher level Composition / 3Writing Course\* available Fall, Spring, and Summer semesters

MAT 135 - Introduction to Statistics: GT-MA1 OR CIS 155 - PC Spreadsheet Concepts: Excel\* available Fall, Spring, and Summer semesters

PSY 101 - General Psychology OR any other Psychology Course\* available Fall, Spring, and Summer semesters

# Major Courses

HIT 101 - Health Information Management Science (3 Cr.) available Fall and Spring semesters

HIT 105 - Principles of Healthcare Reimbursement (3 Cr.) available Spring semesters

HIT 111 - Health Data Management and Information Systems (3 Cr.) available Fall semesters

HIT 112 - Legal Aspects Health Records (2 Cr.) available Spring semesters

HIT 122 - Workflow Fund of Healthcare (3 Cr.) available Spring semesters

HIT 188 - Health Information Practicum I (2 Cr.) available Fall and Spring semesters

HIT 220 - ICD Coding I (3 Cr.) available Fall semesters

HIT 221 - ICD Coding II (2 Cr.) available Fall semesters

HIT 222 - Quality Management (3 Cr.) available Spring semesters

HIT 225 - Health Information Management (3 Cr.) available Fall semesters

HIT 231 - ICD Coding III (5 Cr.) available Spring semesters

HIT 241 - CPT Coding Basic Principles (3 Cr.) available Fall semesters

HIT 289 - HIT Capstone Course (2 Cr.) available Fall, Spring, and Summer semesters

HPR 144 - Comprehensive Medical Terminology (3 Cr.) available Fall, Spring, and Summer semesters

MOT 125 - Basic Medical Sciences I (3 Cr.) available Fall and Summer semesters

MOT 133 - Basic Medical Sciences II (3 Cr.) available Fall and Summer semesters

MOT 135 - Basic Medical Sciences III (3 Cr.) available Fall and Summer semesters

# Pre-Requisites, Co-Requisites, and Recommendations (grade C or better required)

Where requirements are listed as course categories (e.g. Electives, Arts/Humanities) rather than as specific courses, please note that depending upon course choice, pre-requisites may be required.

* HIT 101 - Health Information Management Science (3 Cr.)
	+ Requirement: Requires admission to HIT Program
* HIT 105 - Principles of Healthcare Reimbursement (3 Cr.)
	+ Pre-Requisite: HIT 101 - Health Information Management Science
* HIT 111 - Health Data Management and Information Systems (3 Cr.)
	+ Pre-Requisite OR Co-Requisite: HIT 101 - Health Information Management Science
	+ Pre-Requisite: CIS 118 - Intro to PC Applications
* HIT 112 - Legal Aspects Health Records (2 Cr.)
	+ Pre-Requisite OR Co-Requisite: HIT 111 - Health Data Management and Information Systems
* HIT 122 - Workflow Fund of Healthcare (3 Cr.)
	+ Pre-Requisite OR Co-Requisite: HIT 105 - Principles of Healthcare Reimbursement
	+ Pre-Requisite OR Co-Requisite: HIT 111 - Health Data Management and Information Systems
	+ Pre-Requisite: CIS 118 - Intro to PC Applications
* HIT 188 - Health Information Practicum I (2 Cr.)
	+ Pre-Requisite: HIT 112 - Legal Aspects Health Records
	+ Pre-Requisite: HIT 122 - Workflow Fund of Healthcare
* HIT 220 - ICD Coding I (3 Cr.)
	+ Pre-Requisite: HIT 101 - Health Information Management Science
* HIT 221 - ICD Coding II (2 Cr.)
	+ Co-Requisite: HIT 220 - ICD Coding I (3 Cr.)
	+ Pre-Requisite: MOT 125 - Basic Medical Sciences I (3 Cr.)
	+ Pre-Requisite: MOT 133 - Basic Medical Sciences II (3 Cr.)
	+ Pre-Requisite: MOT 135 - Basic Medical Sciences III (3 Cr.)
* HIT 222 - Quality Management (3 Cr.)
	+ Pre-Requisite: HIT 111 - Health Data Management and Information Systems
* HIT 225 - Health Information Management (3 Cr.)
	+ Pre-Requisite OR Co-Requisite: HIT 111 - Health Data Management and Information Systems
* HIT 231 - ICD Coding III (5 Cr.)
	+ Pre-Requisite: HIT 221 - ICD Coding II
* HIT 241 - CPT Coding Basic Principles (3 Cr.)
	+ Pre-Requisite: HIT 220 - ICD Coding I
	+ Pre-Requisite: HIT 221 - ICD Coding II
* HIT 289 - HIT Capstone Course (2 Cr.)
	+ Requirement: Instructor's Permission
* MOT 125 - Basic Medical Sciences I (3 Cr.)
	+ Pre-Requisite: HPR 144 - Comprehensive Medical Terminology (3 Cr.)
* MOT 133 - Basic Medical Sciences II (3 Cr.)
	+ Pre-Requisite: HPR 144 - Comprehensive Medical Terminology (3 Cr.)
* MOT 135 - Basic Medical Sciences III (3 Cr.)
	+ Pre-Requisite: HPR 144 - Comprehensive Medical Terminology (3 Cr.)

# Program Outcomes

* Demonstrate skills related to data content, structure and information governance.
* Ensure access, disclosure, privacy and security in the workplace.
* Perform data analytics and use data in meaningful ways.
* Manage the revenue cycle.
* Demonstrate components of compliance.
* Assume leadership in the workplace.

# Notes

* \*This course requires college level readiness as measured by Accuplacer, ACT, or SAT scores; approved high school course work that is less than five years old; or successful completion of appropriate college-readiness course.
* AAA 101 – College 101: Student Experience is required for all new college students seeking degrees or transfer.
* HIT 289 requires the student to complete a 40-hour on-site practicum experience.
* In order to meet program requirements, students registered for ENG 121 or ENG 131 must also register for CCR 094 unless they can demonstrate otherwise meeting the CCR 094 standard through assessment testing, prior college coursework, or recent High School coursework. See an Advisor for details.
* Students must complete a Criminal Background Check prior to the Capstone.
* Students must contact Christine Tomas, RHIA, HIT Program Chair for counseling and program planning prior to enrolling in any courses that are part of the HIT curriculum (303.797.5603) christine.tomas@arapahoe.edu.
* The Associate of Applied Science degree in Health Information Technology is designed to enable a student to develop the technical skills necessary for managing health information within the healthcare delivery system. This program is accredited by the Commission on Accreditation for Health Informatics and Information Management. Refer to the 2021/2022 Catalog for program admission, elective course and graduation requirements; consult the HIT Department for specific course planning information and guidance and utilize DegreeCheck to monitor progress. To graduate from this program, visit www.arapahoe.edu/graduation and submit the graduation application by the deadline. This information is subject to change without notice.

# Graduation Requirements

* After applying for graduation, all correspondence to a student about the status of their program conferral will be sent to their student email address only.
* All Major education and other courses required for this degree must be completed with a “C” or better to meet graduation requirements.
* As a graduate of a Career and Technical Education program you will be contacted by an ACC employee in approximately six months to verify your employment information. This information gathering is a federal requirement to ensure that ACC receives certain federal funding.
* To graduate, students must [apply for graduation](http://www.arapahoe.edu/departments-and-programs/graduation) and complete the graduation survey (available via myACC).

# RECOMMENDED COURSE SEQUENCE FULL-TIME TRACK

## Year 1: Fall

CIS 118 - Intro to PC Applications (3 Cr.)

ENG 121 - English Composition OR any other higher level Composition / Writing Course\*

HIT 101 - Health Information Management Science (3 Cr.)

HPR 144 - Comprehensive Medical Terminology (3 Cr.)

## Year 1: Spring

HIT 105 - Principles of Healthcare Reimbursement (3 Cr.)

HIT 112 - Legal Aspects Health Records (2 Cr.)

MOT 125 - Basic Medical Sciences I (3 Cr.)

MOT 133 - Basic Medical Sciences II (3 Cr.)

MOT 135 - Basic Medical Sciences III (3 Cr.)

## Year 1: Summer

COM 115 - Public Speaking" OR COM 125 - Interpersonal Communication OR any other higher-level Communication Course

MAT 135 - Introduction to Statistics: GT-MA1 OR CIS 155 - PC Spreadsheet Concepts: Excel- Drawing II

PSY 101 - General Psychology OR any other Psychology Course\*

## Year 2: Fall

HIT 111 - Health Data Management and Information Systems (3 Cr.)

HIT 188 - Health Information Practicum I (2 Cr.)

HIT 220 - ICD Coding I (3 Cr.)

HIT 221 - ICD Coding II (2 Cr.)

HIT 225 - Health Information Management (3 Cr.)

HIT 241 - CPT Coding Basic Principles (3 Cr.)

## Year 2: Spring

HIT 122 - Workflow Fund of Healthcare (3 Cr.)

HIT 222 - Quality Management (3 Cr.)

HIT 231 - ICD Coding III (5 Cr.)

HIT 289 - HIT Capstone Course (2 Cr.)

# RECOMMENDED COURSE SEQUENCE PART-TIME TRACK

## Year 1: Fall

CIS 118 - Intro to PC Applications (3 Cr.)

HIT 101 - Health Information Management Science (3 Cr.)

## Year 1: Spring

HIT 105 - Principles of Healthcare Reimbursement (3 Cr.)

HPR 144 - Comprehensive Medical Terminology (3 Cr.)

## Year 1: Summer

MOT 125 - Basic Medical Sciences I (3 Cr.)

MOT 133 - Basic Medical Sciences II (3 Cr.)

MOT 135 - Basic Medical Sciences III (3 Cr.)

## Year 2: Fall

HIT 111 - Health Data Management and Information Systems (3 Cr.)

HIT 220 - ICD Coding I (3 Cr.)

HIT 221 - ICD Coding II (2 Cr.)

## Year 2: Spring

HIT 112 - Legal Aspects Health Records (2 Cr.)

HIT 122 - Workflow Fund of Healthcare (3 Cr.)

HIT 222 - Quality Management (3 Cr.)

## Year 2: Summer

COM 115 - Public Speaking" OR COM 125 - Interpersonal Communication OR any other higher level Communication Course

ENG 121 - English Composition OR any other higher level Composition / Writing Course\*

PSY 101 - General Psychology OR any other Psychology Course\*

## Year 3: Fall

HIT 188 - Health Information Practicum I (2 Cr.)

HIT 225 - Health Information Management (3 Cr.)

HIT 241 - CPT Coding Basic Principles (3 Cr.)

## Year 3: Spring

HIT 231 - ICD Coding III (5 Cr.)

HIT 289 - HIT Capstone Course (2 Cr.)

MAT 135 - Introduction to Statistics: GT-MA1 OR CIS 155 - PC Spreadsheet Concepts: Excel- Drawing II