Program Curriculum

First Year	Lect	Lab	Credits	Second Year	Lect	Lab	Credits
Fall Semester 1: August - December				**Fall Semester 2: August-December**			
FYE 100 – First Year Experience	1	0	1	HIM 200 – Health Information Management Strategies	3	0	3
HIM 100 – Introduction to Health Information Management	3	0	3	HIM 215 – Advanced Medical Coding	4	0	4
HIM 105 – Legal Aspects of Health Information Management	2	0	2	HIM 226 – CPT Coding	2	0	2
BIO 151- Anatomy and Physiology 1	3	2	4	ENG 1XX – English Elective	3	0	3
MAT 131—Statistics 1	2	2	3	PSY 110 - Intro to Psychology	3	0	3
ENG 101—English Composition 1	3	0	3				
Total:	**11**	**2**	**16**	Total:	**15**	**0**	**15**
Spring Semester 1: January-April				**Spring Semester 2: January-April**			
HIM 115 – Clinical Abstracting of Health Data	1	0	1	HIM 210— Healthcare Reimbursement Methodologies	3	0	3
HIM 120 – Health Information Technology Systems	3	0	3	HIM 250—HIM Coding Lab	0	3	1
BIO 152 – Anatomy and Physiology 2	3	2	4	HIM 280 – HIM Professional Practice	1	7	2
MCH 1XX –Medical Terminology Elective	3	0	3	HIM 227—CPT Coding 2	2	0	2
IM 120 – Microsoft Excel	2	3	3				
Total:	**12**	**5**	**14**	**Total:**	**6**	**10**	**8**
Summer Semester 1: May-August							
HIM 110 – Healthcare Quality Management and Data Analysis	3	0	3				
HIM 130 – ICD Coding	4	0	4				
HIM 135 – Pharmacology for HIM	1	0	1				
BIO 240 - Pathophysiology	3	0	3				
IM 109 - Microsoft Access	0	2	1				
Total:	**11**	**2**	**12**				
Total- Year 1:	**37**	**11**	**42**	**Total – Year 2:**	**21**	**10**	**23**
				Total Degree Program Credits:	**58**	**21**	**65**

ENG 10X – includes either ENG 102, ENG 103, ENG 104 or ENG 105

MCH 1XX – includes either MCH 104 or MCH 101 and 102

HIM

Cincinnati State
HEALTH AND PUBLIC SAFETY
Health Information Management

Health Information Management Technology

About the Program

Health Information Management Technology professionals play a critical role in maintaining, collecting and analyzing the data that doctors, nurses and other healthcare providers rely on to deliver quality healthcare. They are experts in managing patient health information, ensuring the privacy and security of health information, as well as performing healthcare revenue cycle processes, including the coding of diagnoses and procedures for healthcare services provided to patients. HIM professionals work in a multitude of settings throughout the healthcare industry including hospitals, physician offices and clinics, long-term care facilities, insurance companies, government agencies and home care providers. If you have an interest in healthcare   and information technology, Health Information Management Technology (HIM) may be the right career choice for you. A HIM career places you right where the expanding arena of healthcare meets the cutting edge of technology.

Graduates will receive an Associate of Applied Science degree.

Technical course (HIM) sequence starts every Fall Semester. General requirement courses may be taken prior to a student entering the program. All courses included in the program curriculum can be taken on-line. General requirement and science courses are offered in on-campus, on-line, and hybrid formats.

Admission to the Program

You may enroll in the program if you are a graduate of an accredited high school or have evidence of high school equivalency by GED scores. In addition to meeting the requirements for admission to the college, students must meet the prerequisites for the Health Information Management program which are listed on page three.

Accreditation

The Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) www.cahiim.org

Salary Information

According to the Bureau of Labor Statistics (BLS), employment of HIM professionals is expected to grow faster than the average for all occupations through 2032. On top of strong job prospects, competitive salaries also await HIM graduates. According to the BLS, the 2022 national average annual wage for HIM technologists was $58,250; the national average hourly rate was $28.01/hr. Graduates who pursue hospital coding positions in the Greater Cincinnati area can expect a starting hourly rate in the range of $18.00-21.00/hr. Note that salaries vary according to type of position and type of facility.

Estimated Costs

- Tuition:
    - Ohio: Approximately $13, 038 (taking exact courses listed in catalog)
    - Out-of-state: Approximately $26, 076 (taking exact courses listed in catalog)
- Textbooks: Approximately $3000
- Transportation, parking fee $5.00 per day/$75.00 per semester for campus fee. Clinical Site fee if applicable
- Fees: approximately $2,000
- Additional expenses include: physical exam, vaccinations, background checks when required for professional practice

Financial Aid:

Students are advised to work closely with a Financial Aid advisor, and are cautioned to be aware of Financial Aid limits prior to enrolling in coursework not listed in the curriculum.

Program Advisors

Students not yet admitted to the college are assisted by the Admissions Office, please call 569-1544.

Advisors in the Health & Public Safety division assist students interested in Health Information Management. Please call the division at 513-569-1670 to schedule an appointment.

Background Checks/Licensure Eligibility

All students are subject to background checks which must be completed as part of the clinical placement process. Students who have been convicted of felonies and/or misdemeanors are required to contact the program chair before entering the program. Students convicted of possession and/or distribution of controlled substances or who have positive drug screens for non-prescribed controlled substances while enrolled in the program will be automatically dismissed.

Credentials

After completing your formal education, the next step is to successfully pass an American Health Information Management (AHIMA) certification exam. A credential validates your competence as a HIM professional to employers and the public. After successfully completing the certification exam, you will become a Registered Health Information Technician (RHIT). A RHIT credential requires an associate's degree *and* successful performance on the RHIT certification exam.

Employment Opportunities

HIM professionals enjoy a broad selection of job opportunities and options for professional growth. Based on skills, education and interests, some of the positions available are:

Health Data Analyst, Insurance Claims Analyst, Health Information Technician, Clinical Coding Specialist, Physician Practice Manager, Release of Information Specialist, Trauma Registrar, Cancer Registrar. For more information, visit our professional association's website at: **http://www.ahima.org.**

Program Prerequisites Requirements

1. High school diploma or GED (college transcripts can also be submitted for transfer of applicable credit)
2. Readiness for MAT 131 and English 101 with a grade of C or better.
3. High school or college course in Biology and Chemistry (within 5 years of application date) with a grad of C or higher. BIO 100 or BIO 111 and CHE 100 or CHE 110
4. Completion of IM 111 if student does not have skills in Microsoft Office applications.
5. Cumulative GPA of at least 2.75
6. Meet with program chair prior to registering.

- Check your college email at least weekly as it is the official mode of communication for the program and the college.

Program Chair

Clarice Warner, MPH, RHIA, CCS-P, CPC, CHC
Has overall responsibility for the program and students enrolled in the program technical (HIM) courses.

clarice.warner@cincinnatistate.edu
513-569-4278

Professional Practice Requirements

HIM-280, Health Information Management Professional Practice, provides students the opportunity to spend time at a clinical/professional site. In order to participate in professional practice at a site, students must submit the following documentation:

- Physical exam form completed by a physician
- Immunization/proof of disease immunity documentation
- Drug screening (if clinical site requires)
- FBI and BCI criminal background checks

Please note that having a criminal background (felonies or misdemeanors) may prohibit you from participating in professional practice and/or from obtaining employment. Please note also that some healthcare organizations do not hire applicants, or take students for professional practice, that use tobacco.

On-Line Option for Professional Practice

Students are given the option of completing all or some of the professional practice hours remotely. When students will be working with actual patient health information as part of their remote professional practice, they are required to submit FBI and BCI background checks.