COMMON COURSE OUTLINE: Course discipline/number/title: HIMC 1860: Alternative Health Record Systems

A. CATALOG DESCRIPTION
1. Credits: 2
2. Hours/Week: 2
3. Prerequisites (Course discipline/number): BTEC 1001, on-line tutorial, or the instructor’s permission is required when the course is offered online. HIMC 1840, and College-level reading and writing skills.
4. Co-requisites (Course discipline/number): None
5. MnTC Goals (if any): NA

This course focuses on management of health information services in health care facilities other than acute care hospitals. The course includes discussion of health record content and format, regulatory and accreditation requirements, record storage and retention, coding, data collection/report, and quality management techniques unique to these facilities.

B. DATE LAST REVISED (Month, year): May, 2008

C. OUTLINE OF MAJOR CONTENT AREAS:
Health record content and format, regulatory and accreditation requirements, record storage and retention, coding, data collection/report, and quality management techniques unique to health care facilities other than acute care hospitals.

D. LEARNING OUTCOMES (GENERAL): The student will be able to:
1. Identify regulatory and legal medical record requirements in alternative health care settings (for outpatient clinics, emergency room, ambulatory surgery clinics, hospice care, long term care, home health, and mental health clinics).
2. Identify issues of risk management, quality management, and utilization that may be unique to these healthcare delivery systems.
3. Describe and analyze reimbursement for alternative care settings.
4. Illustrate the role of various providers and disciplines throughout the continuum of alternative healthcare delivery systems.
5. Describe procedures for confidentiality, release of information an HIPAA unique to alternative healthcare delivery systems.
6. Explain statistical reporting requirements in alternative care settings.
7. Describe and compare record storage and retention requirements in alternative healthcare settings.
8. Appraise the regulatory forces which may impact the medical record profession in the future (i.e., HIPAA, BBA-97, etc.).
9. Apply information system policies and procedures required by national health information initiatives related to the alternative healthcare setting.
10. Apply current laws, accreditation, licensure, and certification standards related to alternative healthcare settings from the national, state, local, and facility levels.
11. Apply policies and procedures to comply with the changing regulations among various payment systems for alternative healthcare settings.

E. LEARNING OUTCOMES (MNTC): NA

F. METHODS FOR EVALUATION OF STUDENT LEARNING:
1. On-line discussions
2. Textbook assignments
3. Papers
4. Tests

G. SPECIAL INFORMATION (if any): None