

## GENERAL PROGRAM DESCRIPTION

The field of Health Information Management (HIM) combines the disciplines of medicine, management, finance, information technology, and law. Health Information Management at Dakota State University is made up of two majors: the B.S. in Health Information Administration and the A.S. in Health Information Technology. These programs are designed utilizing a 2+2 progression format, with the same curriculum in the first two years of both majors. Student completing the courses for the associate degree in Health Information Technology may choose to graduate with that degree, or may apply for admission into the Health Information Administration program and, if accepted, complete the requirements of the bachelor of science degree.

An important part of the HIA Program is the supervised professional practices. These internships are completed at a variety of healthcare facilities to provide for hands-on reinforcement of the classroom instruction.

The program is accredited by the Committee on Allied Health Education and Accreditation (CAHEA) in conjunction with AHIMA's Council on Accreditation.

### ***Student Comment***

*Stacy stated: I really feel I am receiving a great education at DSU. I feel that the faculty are outstanding in the HIM program and I really feel I am better prepared for life after college due to their teachings. I also love being in smaller class settings. I learn better when I can have one-on-one with the teachers.*

## Employment Opportunities Upon Graduation

HIM 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 and medical records, administering computer information systems and coding the diagnosis 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.

According to the Bureau of Labor Statistics, employment of HIM professionals is expected to grow much faster than the average for all occupations through 2008. On top of strong job prospects, competitive salaries also await HIM graduates. More than half of new HIM graduates with a bachelor's degree start with salaries in the \$30,000 to \$50,000 range. Five years out, many are earning \$50,000 to \$75,000. (Information from the American Health Information Management website at [www.ahima.org](http://www.ahima.org))

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

- HIM Department Director
- HIM System Manager
- Data Quality Manager
- Chief Privacy Officer
- Corporate Compliance Officer
- Consultant
- Health Data Analyst
- Insurance Claims Analyst
- Records Technician Specialist
- Clinical Coding Specialist
- Physician Practice Manager
- Patient Information Coordinator

## College of Business & Information Systems

### B.S. Health Information Administration



### Contact Information:

### College of Business & Information Systems

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## Skills Developed Through Coursework

Students in this program are prepared with the technical skills, as well as the administrative knowledge and skills for a professional area of services in a variety of health care facilities and agencies. Graduates are qualified to serve as entry level health information administrators, who are responsible for the management of health information systems consistent with medical, administrative, ethical and legal requirements of the health care delivery system.

Graduates of the HIA program are eligible to write the American Health Information Management Association's certification examination to become a Registered Health Information Administrator (RHIA).

## Required Courses

The following is a list of courses required for all students earning a B.S. in Health Information Administration. The courses do not have to be taken in the order listed here, but remember, the prerequisites **must** be met for each course. Prerequisites are found in the Undergraduate Catalog under Course Offerings. Also, some courses are listed as Gen. Ed. with no course number. Please refer to the Undergraduate Catalog under Curriculum for the appropriate course to take to meet the requirement.

### General Education Courses

#### Written Communication 6 Credits

ENGL 101	Composition I	3
ENGL 201	Composition II	3

#### Oral Communication 3 Credits

SPCM 101	Fundamentals of Speech	3
or		
SPCM 215	Public Speaking	3

#### \*Social Science 9 Credits

Gen Ed Social Science		3
Gen Ed Social Science		3

#### \*Arts & Humanities 6 Credits

Gen Ed Arts & Humanities		3
Gen Ed Arts & Humanities		3

#### Math 4 Credits

MATH 102	College Algebra	3
MATH 112	Quantitative Methods	1

#### Natural Science 8 Credits

BIOL 151	General Biology I/Lab	4
and any of the following to equal 8 credits		
CHEM 112	General Chemistry I/Lab	4
CHEM 114	General Chemistry II/Lab	4
PHYS 211	University Physics I/Lab	4
PHYS 213	University Physics II/Lab	4

#### Wellness 2 Credits

WEL 100	Wellness for Life	1
WEL 100L	Wellness for Life Lab	1

#### Technology 6 Credits

CSC 105	Introduction to Computers	3
CIS 130	BASIC Programming	3
or		
CSC 150	Prin. of Programming	3

\*Cultural Diversity Goals are achieved by taking two of the courses specified in the catalog.

### Health Information Administration

#### Professional Courses 76 Credits

ACCT 210	Principles Accounting I	3
BIOL 323	Human Anatomy/Physiology	4
BUS 320	Business Statistics I	3
BUS 360	Organization and Mgmt.	3
BUS 460	Human Resources Mgmt.	3
CSC 206	Adv. Computer Appl.:Access	1
CIS 325	Mgmt. Information Systems	3
HIM 130	Basic Medical Terminology	2
HIM 150	Intro. to Health Info. Mgmt.	3
HIM 160	Health Care Coding Systems	3
HIM 170	Legal Aspects of Health Information Mgmt.	2
HIM 250	Alternative Site Health Information Mgmt.	3
HIM 252	Basic Foundations of Health Data Systems	3
HIM 260	Fundamentals of Human Diseases	5
HIM 262	Advanced Coding & Reimbursement	4
HIM 265	Mgmt. of Quality and Related Functions for HIM	3
HIM 285	Supervised Professional Practice	2
HIM 286	Supervised Professional Practice	1
HIM 287	Supervised Professional Practice	3
HIM 360	Mgmt. of Health Info. Centers I	3
HIM 361	Mgmt. of Health Info. Centers II	3
HIM 443	Current Trends in Health Care Delivery	3
HIM 444	Adv. Health Data Systems	3
HIM 450	Research in HIA	3
HIM 485	HIA-Supervised Professional Practice	4
OED 344	Business Communications	3

#### Electives 8

Information is from 2002-2003 catalog.