

# HIM-2990: HIM CAPSTONE

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## Cuyahoga Community College

**Viewing: HIM-2990 : HIM Capstone**

**Board of Trustees:**

January 2024

**Academic Term:**

Fall 2024

**Subject Code**

HIM - Health Information Management

**Course Number:**

2990

**Title:**

HIM Capstone

**Catalog Description:**

Integrates and applies knowledge and skills learned in prior HIM courses, focusing on those required to prepare for national certification. A variety of case studies, mock RHIT certification exams, discussions of current HIM trends and career options.

**Credit Hour(s):**

2

**Lecture Hour(s):**

1

**Lab Hour(s):**

3

### Requisites

**Prerequisite and Corequisite**

Departmental approval.

### Outcomes

**Course Outcome(s):**

Develop an organized study plan for the Registered Health Information Technician (RHIT) certification exam.

**Objective(s):**

1. Utilize practice Registered Health Information Technician (RHIT) exams until a seventy-five percent achievement in all six AHIMA (American Health Information Management Association) domains.
2. Research HIM (Health Information Management) topics that are below the seventy-five percent achievement level.
3. Create a personal timeline for studying, preparing and taking the RHIT exam.

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**Course Outcome(s):**

Compare real-world scenarios with prior student learning objectives

**Objective(s):**

1. Understand health information management (HIM) areas including coding, clinical documentation integrity, revenue cycle management, project management, data abstracting and analysis, release of information, privacy and security, cancer and trauma registry, legal aspects of HIM, health record documentation
  2. Explain various career options for a Health Information Management professional
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**Course Outcome(s):**

Develop a health information management career plan

**Objective(s):**

1. Research health information management career options.
2. Create short and long-term career goals using the SMART (specific, measurable, attainable, relevant, and time-based) method.
3. Research continuing education opportunities.

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**Methods of Evaluation:**

1. Practice RHIT exams
2. Case studies
3. Written and oral assignments
4. Interview

**Course Content Outline:**

1. Registered Health Information Technician (RHIT) Examination Preparation
  - a. Domains
    - i. Data Content, Structure, and Information Governance
    - ii. Access, Disclosure, Privacy and Security
    - iii. Data Analytics and Use
    - iv. Revenue Cycle Management
    - v. Compliance
    - vi. Leadership
  - b. Time management (study plan)
  - c. Research and corrections on missed topics
2. Real-world scenarios
  - a. Coding - inpatient and outpatient
  - b. Revenue cycle management
  - c. Trauma registry
  - d. Cancer registry
  - e. Data abstracting / analysis
  - f. Project Management
  - g. Clinical Documentation Integrity / Coding Supervisor
  - h. Release of information
3. Health Information Management case studies
  - a. Data Content, Structure, and Information Governance
  - b. Access, Disclosure, Privacy and Security
  - c. Data Analytics and Use
  - d. Revenue Cycle Management
  - e. Compliance
  - f. Leadership
4. HIM Career Exploration
  - a. Resume
  - b. Interviews
  - c. SMART goals
  - d. Continuing education opportunities

**Resources**

Darcy Carter, DHSc, MHA, RHIA and Patricia Shaw, EdD(c), RHIA, FAHIMA. *Registered Health Information Technician (RHIT) Exam Preparation*. Ninth. Chicago: AHIMA, 2022.

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Nanette Sayles and Leslie Gordon. *Health Information Management Technology An Applied Approach*. Sixth. Chicago: AHIMA, 2020.

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**Resources Other**

AHIMA - [www.ahima.org](http://www.ahima.org)

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