

## ***Health Information Technology (HIT)***

### **HIT 101 Introduction to Health Information**

3 Hours

Prerequisites: None  
3 hours weekly (3-0)

Introduction to Health Information is a course that will initiate the student to the field of medical records technology. It is an overview of the functions and responsibilities of the technologist and orientation to the technical skills held by the technologist, including skills necessary to maintain components of health record systems consistent with the medical administrative, ethical, legal, accreditation, and regulatory requirements of the health care delivery system.

### **HIT 102 Health Records Systems**

3 Hours

Prerequisites: HIT 101 and acceptance into HIT program  
3 hours weekly (3-0)

Study of the content, format, evaluation, and completeness of the medical record; licensing, accrediting, and regulatory agencies; numbering systems; patient index; filing systems; and record retention, storage, and retrieval.

### **HIT 103 Health Records Systems Lab**

1 Hour

Prerequisites: HIT 101 and acceptance into HIT program  
2 hours weekly (0-2)

This course provides the student the laboratory hands-on experience in evaluating content, format, and completeness of actual medical records. Also included in this lab is experience with numbering systems, patient indexes, filing systems and records retention, storage, and retrieval. Computer experience will be utilized as a teaching method.

### **HIT 201 Health Data and Statistics**

2 Hours

Prerequisites: MAT 120 and acceptance into HIT program  
2 hours weekly (2-0)

Study of the sources and uses of health data; computation of rates and percentage; vital records registration, reporting, and display.

### **HIT 202 Clinical Practicum I**

2 Hours

Prerequisites: HIT 101 and acceptance into HIT program  
10 hours weekly (0-10)

Clinical experience in the areas of patient registration; registration procedures in the medical record department; storage and retrieval of medical records; technical analysis of the medical record; coding and indexing; and medical transcription, with related experiences.

### **HIT 203 Management in Health Care**

3 Hours

Prerequisites: HIT 101 and acceptance into HIT program  
3 hours weekly (3-0)

Study of management principles as applied to the medical record department. Includes an introduction to management; the functions of planning; organizing; controlling; actuating/supervising; problem solving; and quality assurance in the medical record department.

### **HIT 204 Coding**

5 Hours

Prerequisites: HIT 215 and BIO 105  
6 hours weekly (4-2)

A study of classifications and nomenclatures, with in-depth coverage of the International Classification of Diseases, 10<sup>th</sup> Revision, Clinical Modification (ICD-10-CM) and the International Classification of Diseases, 10<sup>th</sup> Revision, Procedure Classification System (ICD-10-PCS) coding systems.

### **HIT 210 CPT Coding**

3 Hours

Prerequisites: HIT 204  
3 hours weekly (3-0)

This course covers the principles of coding with CPT. Students will develop an understanding of coding and classification systems in order to assign valid CPT/HCPCS procedure codes used to report reimbursable services.

**HIT 211 Medico Legal Aspects**

2 Hours

Prerequisites: HIT 101 and acceptance into HIT program  
2 hours weekly (2-0)

Study of the basic concepts and principles of law and their application to the health care field and specifically to the medical record department; laws dealing with confidentiality and release of information; liability of health care providers and other topics.

**HIT 212 Quality Management**

3 Hours

Prerequisites: HIT 101 and acceptance into HIT program  
3 hours weekly (3-0)

Study of quality assurance systems. Includes the purpose and philosophy of quality assurance; utilization management quality assessment and risk management in the acute care facility; coordination of quality assurance activities with physician credentialing/reappointment and employee performance evaluation; quality assurance requirements for acute care facilities in specific programs; quality assurance in non-acute care facilities; confidentiality or quality assurance information; and the expanding quality assurance function.

**HIT 213 Clinical Practicum II**

2 Hours

Prerequisites: HIT 202  
10 hours weekly (0-10)

Clinical experience in the areas of medical staff; JCAH; quality assurance, utilization review, PRO, Medicare, DRGs; coding reinforcement and health information.

**HIT 214 Health Information in Non-Traditional Setting**

2 Hours

Prerequisites: HIT 101 and acceptance into HIT program  
2 hours weekly (2-0)

Study of medical record services in health care institutions other than acute care hospitals. Includes regulating agencies, reporting systems, controls, the health record system, and other regulated topics.

**HIT 215 Fundamentals of Medical Science**

4 Hours

Prerequisites: Acceptance into HIT program  
4 hours weekly (4-0)

Introduction to general principles of disease with emphasis on the etiology, symptoms, signs, diagnostic findings, and treatment.

**HIT 216 Reimbursement Management**

2 Hours

Prerequisites: Completion of HIT Program Coding or consent of Program Director/Assistant Director  
2 hours weekly (2-0)

Study of reimbursement as it relates to the healthcare field and specifically to the Health Information Department. Includes an overview of reimbursement methodologies, government sponsored healthcare programs, coding compliance, charge description master maintenance, and revenue cycle management.