

# Lakeland

COMMUNITY COLLEGE

PROGRAM GUIDE

**Applied Studies Division**

## Health Information Management Technology

- Associate of Applied  
Science Degree  
in Health Information  
Management Technology

 Opportunity  
starts **HERE**

[lakelandcc.edu](http://lakelandcc.edu)



# Health Information Management Technology



Health information management technology (HIMT) is a profession that focuses on health care data and the management of health care information resources. Every time a patient receives medical care, the observations, treatment and interventions are documented in a medical record.

Health information management technologists play a key role in maintaining medical information for physicians, hospitals, insurance companies and government agencies. Their role represents a continuum of practice concerned with health-related information and management systems to collect, store, process, retrieve, analyze, disseminate and communicate information related to the research, planning, provision, financing and evaluation of health services.

Health information management technologists study medical terminology, coding, anatomy and physiology, legal issues related to health information, statistics, and database management. They are able to code each diagnosis, using their knowledge of disease processes and consulting classification manuals and specialized computer programs for information. They also tabulate and analyze data for use in research studies and provide documentation for use in legal actions. The work of health information management technologists is essential for improving patient care, controlling costs and obtaining accurate reimbursement for the medical facility.

## Career Opportunities

Job prospects are very good for health information management technologists, as employment is expected to grow much faster than average through 2020. As physician offices, hospitals and outpatient centers provide an increased number of medical tests, treatments and procedures, trained technologists are needed to appropriately process the information to satisfy medical, legal and ethical standards.

Technologists are needed to ensure that medical records are complete and detailed to meet the requirements of insurance companies and managed care programs, which scrutinize the information

before providing reimbursement for services rendered. Changes in government regulations, such as a recent mandate that all records be maintained electronically, are also leading to an increased need for health information management technologists.

## Lakeland's Program

Lakeland's graduates earn an Associate of Applied Science degree in health information management technology. The health information management technology program teaches students to work with medical records and statistics, code medical data, maintain health record systems, and control the usage and release of health information. Students take courses in anatomy and physiology, medical coding and classification, health care records and documentation, computer database and statistics programs, and have two practicums and seminars.

The HIMT program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

## The Lakeland Advantage

- Coursework includes two clinical practicum and seminar experiences.
- Many advancement opportunities exist in medical settings with larger health information departments.
- Research and government agencies need more technologists to manage medical records for statistical reports and studies.

## For more information

1.800.589.8520 • [lakelandcc.edu](http://lakelandcc.edu)

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## Health Information Management Technology (9345)

### Associate of Applied Science Degree

The Health Information Management Technology (HIMT) associate degree program is accredited by the Commission on Accreditation for Health Informatics and Information Management (CAHIM). Graduates of this program are eligible to sit for the Registered Health Information Technician (RHIT) exam.

Lakeland's Health Information Management Technology (HIMT) degree program prepares students to function effectively as beginning health information technologists.

Health Information Management Technology is a profession that focuses on healthcare data and the management of healthcare information resources. It represents a continuum of practice concerned with health-related information and management systems to collect, store, process, retrieve, analyze, disseminate and communicate information related to the research, planning, provision, financing and evaluation of health services.

The Health Information Management Technology program teaches students to work with medical records and statistics, code medical data, maintain health record systems, and control the usage and release of health information.

### Program Outcomes

- Adhere to health information requirements and standards
- Utilize clinical classifications
- Support data collection and reimbursement systems
- Abstract healthcare data for analysis and presentation
- Adhere to security, privacy and confidentiality policies
- Apply organizational management techniques
- Use information technology systems to process health information
- Model professional behavior, ethics, and appearance

All students enrolled in a nursing or allied health program/certificate must complete a criminal background check. In accordance with clinical site requirements, students with a criminal record may be ineligible to participate in a clinical course/rotation/practicum. Delays, for any reason, in obtaining background results may cause an interruption in the clinical rotation sequence or inability to complete program requirements. Additional background screening may be required by individual facilities.

Drug testing may be requested in accordance with clinical affiliation requirements and/or for patient/student health and safety.

A minimum GPA of 2.0 and a 'C' grade or higher is required in all health information management technology and general education courses as listed in the curriculum guide for the AAS degree in health information technology management.

### Admission Procedures

**Students must meet specific admission requirements for this program.** Listed below are requirements for admission to the Health Information Management Technology (HIMT) Program:

#### Option 1: High School Option

This option is for current high school seniors or high school graduates who apply to the program within two years of high school graduation.

- Complete college application(s).
- Composite score of 21 or higher on the American College Test (ACT) or combined score of 940 on the Scholastic Aptitude Test (SAT).
- Place into MATH 1330 Statistics for the Health Sciences or higher or pass MATH 0850 Beginning Algebra.
- Complete high school algebra, chemistry, and biology with a 'C' grade or higher.
- An overall high school GPA of 2.5 on a 4.0 scale or equivalent.
- Meet with a counselor to review program prerequisites and requirements.

Upon successful completion of the above criteria, the applicant will be admitted into the program. Students must complete HLTH 1215 Medical Terminology for Health Professions with a 'C' grade or higher prior to enrolling in their first health technology course.

## Option 2: College Option

This option is for students who do not qualify for admission under Option 1.

- Complete college application(s).
- Submit high school transcript as well as any college transcript(s).
- Successful passing score on the required program pre-admission test.
- Meet with a counselor to review program prerequisites and requirements.
- Students must have a cumulative GPA of 2.0 or higher in program applicable courses. The following courses, or equivalent courses from other regionally accredited colleges, must be completed with a combined minimum cumulative GPA of 2.5 or higher and a "C" grade or higher.
  - HLTH 1215 Medical Terminology for Health Professions
  - BIOL 2210 Anatomy and Physiology I

**NOTE:** Students must meet one of these requirements to take BIOL 2210 Anatomy and Physiology I with a 'C' or higher:





1. High school biology within last five years and high school chemistry.
2. High school biology within last five years and CHEM 1100 Elementary Chemistry
3. BIOL 1200 Fundamentals of Biology for the Health Technologies

Students are required to take the Math Placement Test and be placed into MATH 1330 Statistics for the Health Sciences or complete MATH 0850 Beginning Algebra with a 'C' grade or higher.






## Option 3: Advanced Education Option

Students pursuing this option must have an Associate of Applied Science Degree in Nursing or Allied Health, Bachelor of Science Degree in a natural science, or an Associate of Science Degree to be waived from the preadmission testing. All other Option 2 requirements apply.





**NOTE:** Students planning to transfer to a four-year college are encouraged to take ENGL 1120 English Composition II in addition to the following requirements.


Course	Title	Credit Hours
<b>First Semester</b>		
BIOL 2210	Anatomy and Physiology I	4
ENGL 1110 or ENGL 1111	English Composition I (A) <sup>1</sup> or English Composition I (B)	3
FYEX 1000	First Year Experience	1
HIMT 1100	Introduction to Health Information Data Management 	3
ITIS 1000	Basic Computer Skills <sup>2</sup>	1
Select any Mathematics course from MATH 1330 or higher <sup>3</sup>		3
	Credit Hours	15
<b>Second Semester</b>		
BIOL 2220	Anatomy and Physiology II	4
BUSM 2400 or COMM 1100	Business Communication or Effective Interpersonal Communications	3
HIMT 1200	Healthcare Records and Documentation 	3
HIMT 1240	Ethics and Legal Issues for Health Information Management 	2
HIMT 1300	Healthcare Applied Information Systems and Services 	3
	Credit Hours	15
<b>Summer</b>		
HLTH 2100	Pathophysiology	3
	Credit Hours	3

**Third Semester**

HIMT 1220	Coding and Classification Systems: HCPCS/CPT 	3
HIMT 2050	Coding and Coding Classification Systems: ICD-10-CM & ICD-10-PCS 	3
HIMT 2150	Data Delivery and Quality Assessment 	3
HIMT 2545	Clinical Practicum I 	3
HIMT 2546	Seminar I 	1
ITIS 1520	Microsoft Office Excel: Skills and Techniques	3
Credit Hours		16

**Fourth Semester**

BUSM 1800	Essentials of Management and Supervision	3
HIMT 2530	Reimbursement Methodologies 	2
HIMT 2540	Advanced Coding 	3
HIMT 2550	Clinical Practicum II 	3
HIMT 2600	Seminar II 	1
PSYC 1500 or SOCY 1150	Introduction to Psychology or Principles of Sociology	3
Credit Hours		15
Total Credit Hours		64

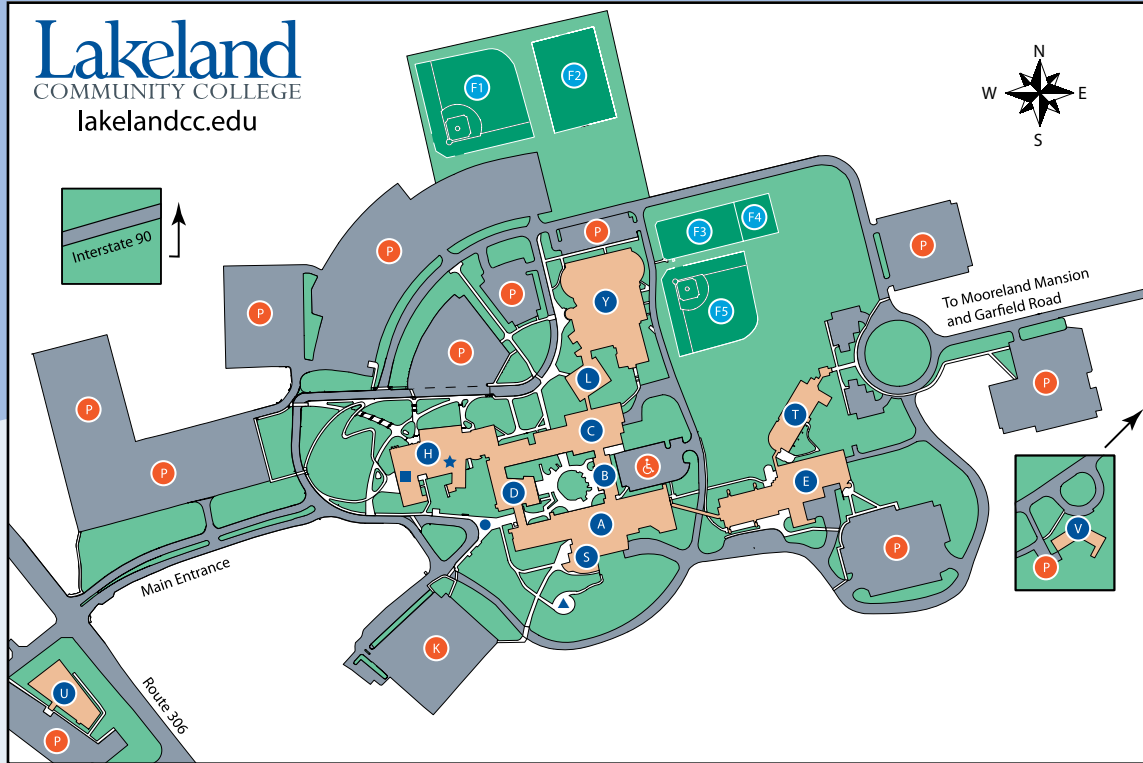
- <sup>1</sup> English course selection is based on placement test results (ENGL 1111 English Composition I (B) is 4 credits, only 3 credits apply to the degree).
- <sup>2</sup> Students may substitute ITIS 1005 Computer Essentials. This 3 credit TAG course may be required for students planning to transfer to a four-year college.
- <sup>3</sup> Students planning to transfer to a four-year college should take a sequence of math as advised by their counselor
-  This course is designated as a technical course in the program. Students must earn a 'C' grade or higher in the course to fulfill the college's graduation requirements policy.

# NOTES:



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**CAMPUS MAP**

- A** A-Building/  
Student Service Center
- B** B-Building
- C** C-Building
- D** D-Building
- E** E-Building
- F1** Baseball Field
- F2** Soccer Field

- F3** Tennis Courts
- F4** Multi-Purpose Court
- F5** Softball Field
- H** H-Building
- K** Faculty Staff Lot
- L** Teaching Learning Center
- P** Parking
- S** S-Building/Breakers Dining
- T** T-Building

- U** Holden University Center
- V** Mooreland Mansion
- Y** Athletic & Fitness Center
- Clocktower
- ★ Dental Hygiene Clinic
- ♿ Handicap Parking
- HIVE
- ▲ Mind Ladders

**Quality Education**

Professors at Lakeland are experts in their fields with real-world experience. Lakeland prepares you for a high-demand career or for transfer to a four-year college or university. Access to bachelor's and graduate degrees is available on campus from partner institutions through Lakeland's Holden University Center ([lakelandcc.edu/uc](http://lakelandcc.edu/uc)).

**Affordable Tuition**

Lakeland's tuition is about one-third the cost of most four-year schools. More than 50 percent of Lakeland students receive some form of financial assistance ([lakelandcc.edu/tuition](http://lakelandcc.edu/tuition)).

**Convenience**

Lakeland offers convenient day, evening, weekend and online courses ([lakelandcc.edu/schedule](http://lakelandcc.edu/schedule)).

**Focus on Students**

Lakeland offers a variety of student services to help you succeed, such as counseling, tutoring, computer labs, career services, free parking and affordable child care.

**Opportunity starts HERE**

**Visit** us on campus or online. Call 440.525.7900, email [recruitmentcenter@lakelandcc.edu](mailto:recruitmentcenter@lakelandcc.edu) or visit [lakelandcc.edu/visit](http://lakelandcc.edu/visit) for a campus tour.

**Apply** online: [lakelandcc.edu/apply](http://lakelandcc.edu/apply)

**Accreditation**

Lakeland Community College is accredited through the Higher Learning Commission (HLC) and participates in the Academic Quality Improvement Program (AQIP). The Higher Learning Commission, 230 South LaSalle Street, Suite 7-500, Chicago, IL 60604-1413, phone: 800.621.7440, [hlcommission.org](http://hlcommission.org).