Official Program Outline

BACHELOR OF SCIENCE IN

HEALTH INFORMATION MANAGEMENT

PROGRAM DESCRIPTION

The Bachelor of Science in Health Information Management, accredited by CAHIIM, prepares students for leadership and management careers across hospitals, clinics, long-term care facilities, insurance companies, government agencies, and healthcare technology organizations. Building on foundational HIT competencies, the program develops advanced skills in data governance, compliance, revenue cycle management, and healthcare analytics, including the critical evaluation of AI-generated information in health information practice. Students apply legal, ethical, and administrative standards and develop the management competencies required for supervisory roles in healthcare settings. Graduates are eligible to sit for the Registered Health Information Administrator (RHIA) certification examination.

PROGRAM LEARNING OUTCOMES

Upon completion of this program, the student should be able to:

1. Manage health information management systems, data governance frameworks, and documentation standards for compliance with regulatory, accreditation, and organizational requirements.
2. Design organization-wide privacy and confidentiality policies and procedures that address access, use, disclosure, and security of protected health information.
3. Analyze health information technologies, digital health solutions, and AI-generated data to support informed decision-making and effective management of health information resources.
4. Evaluate revenue cycle management processes including coding accuracy, reimbursement systems, chargemaster integrity, and financial reporting for compliance and performance.
5. Develop compliance monitoring programs for clinical documentation improvement, coding integrity, quality management, and fraud and abuse detection.
6. Evaluate leadership abilities through change management, workflow, human resources, training, and strategic planning.

PROGRAM CONTENT

A minimum of 120.00 semester credit hours is required for graduation.

REQUIRED MANAGEMENT COURSES

All courses, 18.00 semester credit hours, are required.

Course Number	Course Name	Prerequisites/Corequisites	Semester Credit Hours
AC 236	Managerial Accounting	None	3.00
BU 106	Introduction to Management	None	3.00

BU 351	Introduction to Business Analytics	None	3.00
BU 345 or BU 631	Project Management or Project Management for Business Leaders	None	3.00
BU 380 or BU 531	Strategic Leadership or Strategic and Risk Management for Business Success	None	3.00
EC 101	Principles of Microeconomics	None	3.00

REQUIRED HEALTH INFORMATION MANAGEMENT COURSES

All courses, 52.00 semester credit hours, are required.

Course Number	Course Name	Prerequisites/Corequisites	Semester Credit Hours
HC 101	Medical Terminology	None	1.00
HI 105	Introduction to Healthcare Information Systems	EN 104 and MA 109	1.00
HI 210	Principles of Health Information Management	EN 111, HI 105, HC 101	3.00
HI 215	Fundamentals of Healthcare Law and Ethics for Health Information Management Professionals	HI 210	3.00
HI 216	Information Management and Data Technology	HI 210	3.00
HI 217	Health Information Management and Leadership	HI 210	3.00
HI 226	ICD-CM Coding	HI 210, HC 101	3.00
HI 227	ICD-PCS Coding	HI 226	3.00
HI 228	CPT and HCPCS Coding	HI 227	3.00
HI 229	Reimbursement Methodologies	HI 226, HI 227, HI 228	3.00
HI 231	Healthcare Quality and Statistics	HI 226, HI 227, HI 228	3.00
HI 335	Revenue Cycle Management	HI 229	3.00
HI 340	Advanced Coding	HI 226, HI 227, HI 228	3.00
HI 410	Epidemiology and Research Methods	None	3.00
HI 470	Health Information Management Strategic Planning	None	3.00
HI 492	HIM Capstone	All didactic work complete/ HI 495	4.00

HI 495	HIM Certification Review	All didactic work complete/ HI 492	4.00
MO 160	Pathophysiology and Pharmacology	HC 101, SC 144	3.00

REQUIRED ANATOMY AND PHYSIOLOGY COURSES

A minimum of 4.00 semester credit hours is required. Eligible students can take approved dual credit graduate level courses to complete a portion of the open electives requirement. 3.00 of these credit hours satisfies Science General Education Requirement.

- SC 144 Introduction to Anatomy and Physiology, Semester Credit Hours: 4.00

OPEN ELECTIVE COURSES

A minimum of 12.00 semester credit hours is required. Eligible students can take approved dual credit graduate level courses to complete a portion of the open electives requirement.

DUAL CREDIT COURSES

Eligible students can replace up to 6.00 semester credit hours of the core program requirements with approved dual credit graduate level coursework. A total of 12.00 graduate semester credit hours can be taken throughout the student's program.

Graduate Program	Applicable Dual Credit Courses
Master of Business Administration Master of Business Administration in Healthcare Management Master of Business Administration in Project Management	BU 531 Strategic and Risk Management for Business Success BU 631 Project Management for Business Leaders
Master of Business Administration in Business Analytics	BU 531 Strategic and Risk Management for Business Success BU 631 Project Management for Business Leaders

REQUIRED COURSES IN GENERAL EDUCATION

Students enrolled in this bachelor's degree must complete a minimum of 36.00 semester credit hours in general education distributed among the following disciplines. Refer to the General Education section of the catalog for specific information about courses within each discipline. Courses transferred from other accredited colleges may also be used to meet these requirements.

- EN 104 English Composition I, Semester Credit Hours: 3.00
- EN 111 Information Literacy, Semester Credit Hours: 3.00
- EN 116 Speech, Semester Credit Hours: 3.00
- EN 304 English Composition II, Semester Credit Hours: 3.00
- HU 140 Cultural Diversity, Semester Credit Hours: 3.00
- HU 240 Introduction to Humanities, Semester Credit Hours: 3.00
- HU 340 Humanities and Contemporary Popular Culture, Semester Credit Hours: 3.00
- MA 109 College Algebra, Semester Credit Hours: 3.00

- MA 320 Statistics, Semester Credit Hours: 3.00
- SC 270 Environmental Literacy, Semester Credit Hours: 3.00
- PS 101 Psychology, Semester Credit Hours: 3.00
- SS 350 Social Issues and Technology, Semester Credit Hours: 3.00

PERSONAL AND PROFESSIONAL DEVELOPMENT COURSES

All courses, 1.00 semester credit hours, are required.

- PD 202 - Professional Development II Semester Credit Hours: 1.00

DISTRIBUTION OF CONTACT HOURS BY COURSE

Course Number	Lecture Hours	Lab Hours	Clinical Hours	Total Contact Hours	Credits
AC 236	45.00	0.00	0.00	45.00	3.00
BU 106	45.00	0.00	0.00	45.00	3.00
BU 351	45.00	0.00	0.00	45.00	3.00
BU 345 or BU 631	45.00	0.00	0.00	45.00	3.00
BU 380 or BU 531	45.00	0.00	0.00	45.00	3.00
EC 111	45.00	0.00	0.00	45.00	3.00
HC 101	15.00	0.00	0.00	15.00	1.00
HI 105	15.00	0.00	0.00	15.00	1.00
HI 210	45.00	0.00	0.00	45.00	3.00
HI 215	45.00	0.00	0.00	45.00	3.00
HI 216	45.00	0.00	0.00	45.00	3.00
HI 217	45.00	0.00	0.00	45.00	3.00
HI 226	45.00	0.00	0.00	45.00	3.00
HI 227	45.00	0.00	0.00	45.00	3.00
HI 228	45.00	0.00	0.00	45.00	3.00
HI 229	45.00	0.00	0.00	45.00	3.00
HI 231	45.00	0.00	0.00	45.00	3.00
HI 335	45.00	0.00	0.00	45.00	3.00
HI 340	45.00	0.00	0.00	45.00	3.00
HI 410	45.00	0.00	0.00	45.00	3.00
HI 470	45.00	0.00	0.00	45.00	3.00

HI 492	30.00	60.00	0.00	90.00	4.00
HI 495	60.00	0.00	0.00	60.00	4.00
MO 160	30.00	30.00	0.00	60.00	3.00
SC 144	45.00	30.00	0.00	75.00	4.00
Electives	180.00	0.00	0.00	180.00	12.00
General Education	495.00	0.00	0.00	495.00	33.00
Professional Development	15.00	0.00	0.00	15.00	1.00
Totals	**1,740.00**	**120.00**	**0.00**	**1,860.00**	**120.00**

NEW COURSE DESCRIPTIONS

Course	Course Description
HI 228 CPT and HCPCS Coding	This course introduces students to Current Procedural Terminology (CPT) and Healthcare Common Procedure Coding System (HCPCS) within outpatient and ambulatory healthcare settings. Students will learn to apply CPT/HCPCS coding guidelines, conventions, and modifiers to accurately translate clinical documentation into standardized procedure and service codes.
HI 335 Revenue Cycle Management	This advanced course examines reimbursement strategies, financial performance, and revenue cycle optimization within complex healthcare organizations. Students evaluate reimbursement methodologies, payment reform initiatives, compliance programs, revenue integrity, denial management, contract analysis, and financial decision-making. Through applied projects and organizational case studies, students develop leadership skills necessary to improve reimbursement performance, ensure regulatory compliance, and support strategic organizational goals consistent with the CAHIIM Future Education Model competencies.
HI 340 Advanced Coding	This advanced course builds on foundational coding knowledge through inpatient, outpatient, physician, and ambulatory coding using ICD-10-CM, ICD-10-PCS, CPT, and HCPCS Level II classification systems. Students apply official coding guidelines using industry-standard encoder software while performing coding audits, validating coded data, and evaluating documentation for accuracy, compliance, reimbursement, and revenue cycle management. Realistic case studies and simulated health records prepare students for professional coding practice and national certification examinations.
HI 492 HIM Capstone	This course provides students with the opportunity to integrate and demonstrate the knowledge, skills, and competencies acquired throughout the Health Information Management (HIM) program. Students will complete a comprehensive management project that addresses a current healthcare organizational or industry challenge aligned with the CAHIIM Future Education Model competencies. Through the application of leadership, project management, data analytics, information governance, quality improvement, and strategic decision-making, students will develop evidence-based solutions

	to real-world HIM issues. Students will integrate knowledge from across the HIM curriculum into a comprehensive management project.
HI 495 HIM Certification Review	This comprehensive review course prepares students for the Registered Health Information Administrator (RHIA) certification examination by reinforcing the knowledge and competencies gained throughout the Health Information Management curriculum. Through case studies, competency-based activities, content reviews, and RHIA-style practice exams, students review all AHIMA exam domains while strengthening critical thinking and test-taking skills. Upon successful completion, students will demonstrate readiness for the RHIA examination and entry-level leadership roles in Health Information Management.