Undergraduate Course Syllabus

HCM 200: Introduction to Health Information Technology

Center: Online

Credits: 3

Course Prerequisites

None

Course Description

This course describes an overview of health information technology. It will explore the role of the health information technologies (HIT) professional in the use of information technology systems with practical simulations. The legal and ethical aspects of health information related to the systems, applications, technology, privacy, and security will be addressed.

Course Outcomes

- Describe national, regional, and local contexts for the use of health information and the political agenda for the use of health information technology
- Discuss the various health information systems (e.g., financial information system, practice management system, materials management system) and their application to project management, evidence-based practice models, patient safety, and quality improvement
- Explain telehealth technology interactions, barriers, and support, and their impact on healthcare practices and health policy
- Demonstrate techniques of data reporting, interpretation, and analysis using the Electronic Medical Record system

Required Materials

Using your learning resources is critical to your success in this course. Please purchase directly through SNHU's online bookstore, MBS Direct, rather than any other vendor. Purchasing directly from the bookstore ensures that you will obtain the correct materials and that the Help Desk, your advisor, and the instructor can provide you with support if you have problems.

Access code for **VLab** can be purchased through MBS.

American Psychological Association. (2009). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC. ISBN: 9781433805615

Nelson, R., & Staggers, N. (2014). *Health informatics: An interprofessional approach*. Saint Louis, MO: Mosby, an imprint of Elsevier Inc. ISBN: 9780323100953

Recommended Textbook

Healthcare Information and Management Systems Society. (2010). *HIMSS dictionary of healthcare information technology terms, acronyms and organizations* (2nd ed.). Chicago, IL. ISBN: 978-1-938904-03-5

Technology Requirements

Before proceeding further in your course, click here to ensure you have met the technological requirements for SNHU online courses.

Instructor Availability and Response Time

Your class interaction with your instructor and your classmates will take place in Blackboard on a regular, ongoing basis. Your instructor will be active in Blackboard at least five days a week, and you will normally communicate with your instructor in the open Blackboard discussion forum so that your questions and the instructor's answers benefit the entire class. You should send emails directly to your instructor only when you need to discuss something of a personal or sensitive nature, and in those cases your instructor will generally provide a response within 24 hours.

Grade Distribution

Assignment Category	Number of Graded Items	Point Value per Item	Total Points
Discussions	7	4	28
Reflection Journals	3	4	12
Case Studies	3	10	30
Paper	1	10	10
EHR Assignments	5	4	20
		Total Course Points:	100

This course may also contain practice activities. The purpose of these non-graded activities is to assist you in mastering the learning outcomes in the graded activity items listed above.

University Grading System: Undergraduate

		Total Points.	100		
Grade	**Numerical Equivalent**	**Points**	**Points Equivalent**		
				Lower	*Upper*
A	93-100	4		93	100
A-	90-92	3.67		90	92
B+	87-89	3.33		87	89
B	83-86	3		83	86
B-	80-82	2.67		80	82
C+	77-79	2.33		77	79
C	73-76	2		73	76
C-	70-72	1.67		70	72
D+	67-69	1.33		67	69
D	60-66	1		60	66
F	0-59	0		0	59
I	Incomplete				
IF	Incomplete/Failure*				
IP	In Progress (past end of term)				
W	Withdrawn				

*Incomplete and Incomplete/Failure: Any student requesting an "I" grade must complete a Student Petition and Contract for a Grade of Incomplete and submit it to the proper offices prior to the final day of the term/semester. The petition will specify a deadline by which the coursework must be completed. The incomplete automatically becomes an "IF" if work has not been completed and a grade has not been submitted by the specific deadline.

Grading Guides
Specific activity directions, grading guides, posting requirements, and additional deadlines can be found in the Course Information area in the Assignment Guidelines and Rubrics folder.

Weekly Assignment Schedule
The Learning Modules area in Blackboard contains one module folder for each week of the course. All reading and assignment information can be found in the folders. All assignments are due by 11:59 p.m. Eastern Time on the last day of the module week.

In addition to the textbook readings that are listed, there may be additional required resources within each module in Blackboard.

Module	Topics and Assignments
1	Introduction to Healthcare Informatics and Electronic Medical Records (EMR)
	Nelson & Stagger (2014): Chapters 1 and 6
	1-1 Discussion: Healthcare Professionals
	1-2 Case Study: Order Entry Systems
	1-3 EHR Assignment: VLab Orientation
2	Healthcare Informatics, Evidence-Based Practice (EBP), and Data
	Nelson & Stagger (2014): Chapters 2, 3, 4, and 5
	2-1 Reflection Journal: EBP
	2-2 Begin Work: Research Paper
	2-3 EHR Assignment: Scavenger hunt
3	Quality, Usability, and Standards in Informatics
	Nelson & Stagger (2014): Chapters 19, 20, 21, and 22
	3-1 Discussion: Obstacles to Implementation
	3-2 Continue Work: Research Paper
	3-3 EHR Assignment: Scavenger Hunt II
4	Information Systems in Healthcare Delivery
	Nelson & Stagger (2014): Chapters 7, 8, 9, and 10
	4-1 Submission: Research Paper
	4-2 Discussion: Telehealth Technology
	4-3 EHR Assignment: Play Patient
5	Technical Infrastructure and Healthcare Online
	Nelson & Stagger (2014): Chapters 12, 13, 14, and 15
	5-1 Case Study: Integrated Delivery Network
	5-2 EHR Assignment: AppBar and Deficiency Management
	5-3 Discussion: Ethical Concerns
6	Tools, Procedures, and Disaster Recovery
	Nelson & Stagger (2014): Chapters 16, 17, and 18
	6-1 Discussion: Participation in New Health IT Systems
	6-2 Case Study: Clinical Information Systems
	6-3 EHR Assignment: Legal Issues and the EHR
7	Governance and International Informatics
	Nelson & Stagger (2014). Chapters 23, 24, 25, and 30
	7-1 Reflection Journal
	7-2 EHR Assignment: Chart Tracking
	7-3 Discussion: Local, National, and International Issues
8	Future Research in Health Informatics and Course Reflection
	Nelson & Stagger (2014): Chapter 31

	8-1 Discussion: EMRs and Consumer-Centered Health Informatics
	8-2 Reflection Journal

Attendance Policy

Online students are required to post to the Blackboard discussion board during the first week of class. If a student does not submit a posting to the discussion board during the first week of class, the student is automatically withdrawn from the course for non-participation. Review the full attendance policy.

Late Assignments Policy

Meeting assigned due dates is critical for demonstrating progress and ensuring appropriate time for instructor feedback on assignments. Students are expected to submit their assignments on or before the due date. Review the full late assignment policy.

SNHU College of Online and Continuing Education Guide to Student Success

Review the guide to student success.

Diversity and Disability Statement

The College of Online and Continuing Education (COCE) at SNHU values diversity and inclusion. SNHU strives to create inclusive and welcoming academic environments. If there are aspects of the instruction or design of this course that present barriers to your inclusion, please notify the Disability Resource Center (DRC) as soon as possible. We will work with you and your instructor to address needs and concerns.

We encourage all students with known or suspected physical, medical, sensory, psychiatric, and/or learning disabilities to register with the Disability Resource Center (DRC) in order to assess learning needs and take advantage of available academic accommodations and support services. We look forward to hearing from you. Our contact information is below.

Disability Resource Center (DRC)
(877) 591-4723 (select option 4)
(877) 520-8916 (fax)
drc@snhu.edu

We welcome COCE students, faculty, and staff to consult with the Disability Resource Center (DRC) on disability-related questions or concerns.

Academic Honesty Policy

Southern New Hampshire University requires all students to adhere to high standards of integrity in their academic work. Activities such as plagiarism and cheating are not condoned by the university. Review the full academic honesty policy.

Copyright Policy

Southern New Hampshire University abides by the provisions of United States Copyright Act (Title 17 of the United States Code). Any person who infringes the copyright law is liable. Review the full copyright policy.

SNHU College of Online and Continuing Education Withdrawal Policy

Review the full withdrawal policy.

Southern New Hampshire University Policies

More information about SNHU policies can be found on the policy page.