



Instructor Information

Course title and number	PHPM 631 Health Information Management Systems
Term (e.g., Fall 200X)	Spring 2014
Meeting times and location	Online - Blackboard
Instructor Name(s)	Miguel A. Zuniga
Teaching Assistant(s)	NA
Telephone number	956-668-6333
Email address	mzuniga@srph.tamhsc.edu
Office hours	TW 10:30 - 12:00 PM; Virtual by appointment
Office location	Rm 124 McAllen Campus

Course Description

This course introduces key concepts and issues surrounding the adoption and use of information systems within health care organizations. The technical aspects of information gathering within organizations will be discussed and presented within the context of how management uses information to execute various health quality, clinical, and strategic systems. Current issues surrounding health information gathering, storing, and using will be discussed.

Prerequisites

PHPM 601; PHPM 605 or 606

Course Objectives

COMPETENCIES	COURSE OBJECTIVES
L12.1 IT Management: Recognizes the Potential of Information Systems in Process and Patient Services Improvement	1. Explain how billing and clinical care systems interface with health care organizations (Comprehension);

L12.1 IT Management: Recognizes the Potential of Information Systems in Process and Patient Services Improvement	2. Deconstruct the various components of health information technology systems (Comprehension);
L12.1 IT Management: Recognizes the Potential of Information Systems in Process and Patient Services Improvement L14.1 Innovative Thinking: Applies Basic Rules L24.1 Strategic Orientation: Conducts Environmental Scanning	3. Analyze the organization and implementation of information technology within health care organizations (Analysis);
L12.1 IT Management: Recognizes the Potential of Information Systems in Process and Patient Services Improvement	4. Demonstrate the ability to manipulate information and data using common software packages (Application);
L25.1 Talent Development: Express Positive Expectations of Others L25.2 Talent Development: Gives Short-Term, Task-Oriented Instruction L25.3 Talent Development: Provides Constructive Feedback and Support L26.1 Team Leadership: Manages Team Meeting Well L26.2 Team Leadership	5. Operate as productive members of management teams (Application);
L1.1 Accountability: Communicates Requirements and Expectations L1.2 Accountability: Sets Limits L1.3 Accountability: Demands High Performance	6. Assess individual task performance and recommend ways to improve individual task performance (Analysis);
L3.1 Analytical Thinking: Breaks Down Problems L3.2 Analytic Thinking: Identifies Basic Relationships L3.3 Analytic Thinking: Recognizes Multiple Relationships	7. Synthesize information about an unknown topic using various information search engines (Analysis); and
L17.1 Performance Measurement: Monitors Indicators of Performance	8. Organize management information evidence to communicate to other health care professionals (Application).

Textbook and/or Resource Material

Wager, Karen A., Lee, Frances W., and Glaser, John P. (2013). Health Care Information Systems: A Practical Approach for Health Care Management. Third Edition. San Francisco: Jossey-Bass Publishers
• ISBN-10: 1118173538 • ISBN-13: 978-1118173534

Grading Policies

Student performance will be evaluated through ten quizzes, and completion of study questions and topics working in a small groups via Blackboard Discussion boards (BbDb).

Quizzes and Exams (10 quizzes=80%): The Ten quizzes (8% each) will be electronic, open book, primarily multiple choice, short answer, and T/F questionnaires designed to be completed after each BbDb and based on assigned class topics. Each BbDb presenting group will develop 10 questions for your assigned readings and will submit questions to instructor seven (7) days prior to presentation/BbDb.

Case study report (5%) Full description available on Week 2 Module

Coding and Classification systems BbDb (5%) Individual assignment presenting via BbDb the most common Healthcare Code Sets, Clinical Terminologies, and Classification Systems (ICD-9 and ICD-9-CM; ICD-10, ICD-10-CM, and ICD-10-PCS; CPT®; HCPSC; NDC; CDT; SNOMED CT®; MEDCIN CT®; DSM; LOINC®). Individual assignments will be available in Week 2 Module.

Participation (10% total) will be graded according to virtual course attendance and participation in class discussions.

Late assignments and quizzes: No late submissions will be accepted without a prior written excuse or a medical excuse covering the period prior or on the due date.

Grading Scheme = Letter Grade

1 – 100 %	Grade
90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
< 60	F

Attendance and Make-up Policies

The University views class attendance as the responsibility of an individual student. Attendance is essential to complete the course successfully. University rules related to excused and unexcused absences are located on-line at <http://student-rules.tamu.edu/rule07>

If class is missed, the student is responsible for the content presented. Students are expected to turn in assignments and take the quizzes on the scheduled dates. Exceptions to the latter expectation will be made only on an individual basis and must be requested in writing to the instructor.

Course Topics, Calendar of Activities, Major Assignment Dates

Week	Topic	Required Reading
1/13/	Course introduction; student introduction; course assignments – Groups 1 – 9 available from Bb	13 Experts Reflect on 2013 Health IT Progress, Frustrations and Hopes for 2014 http://tinyurl.com/op8aabs

	Users and Groups	
1/20/	Health Information Environment	Wager Chapter 4 + additional readings listed on Bb
1/27/	Health Data and Information	Wager Chapter 1, 2 + additional readings listed on Bb
2/3/	Strategy & Planning	Wager Chapter 13 + additional readings listed on Bb Group 1 presentation and Quiz
2/10/	Purpose, adoption, and use of healthcare information systems	Wager Chapter 5, 6 + additional readings listed on Bb Group 2 presentation and Quiz
2/17/	Organizational Commitment	Case assignment + additional readings listed on Bb
2/24/	Selection	Wager Chapter 7 + additional readings listed on Bb Group 3 presentation and Quiz
3/3/	Implementation	Wager Chapter 8 + additional readings listed on Bb Group 4 presentation and Quiz
3/17/	Innovative uses of technology	Watch http://mit.tv/wyLbqW Read http://tinyurl.com/ppamff4 + additional readings listed on Bb
3/24/	Management of IS Function	Wager Chapter 15 + additional readings listed on Bb Group 5 presentation and Quiz
3/31/	Assessment of impact of IS on the organization	Wager Chapter 17 + additional readings listed on Bb Group 6 presentation and Quiz
4/7/	Security and Privacy	+ additional readings listed on Bb Group 7 presentation and Quiz
4/14/	Information Systems	Wager Chapter 9 + additional readings listed on Bb Group 8 presentation and Quiz
4/21/	Standards	Wager Chapter 10 + additional readings listed on Bb Group 9 presentation and Quiz
4/28/	Change Management	Wager Chapter 16 + additional readings listed on Bb BbDb and Quiz

Other Pertinent Course Information

Every effort will be made to ensure that power point lecture files, notes, articles and assignments are available online in a timely manner. Written assignments will be delivered thru the Blackboard course website. Handouts, changes in assignments or the schedule of class modules will be announced on the Bb course webpage. E-mail contact will be initiated with all students the first week of class. If you do not have access to your assigned TAMHSC e-mail account, it is your responsibility to make the instructor aware of that fact so that other arrangements may be made. You are expected to use Blackboard e-mail address for all official correspondence.

Blackboard (BbStatement)

Blackboard (Bb): This course will be delivered via Blackboard, your online learning community, where you will interact with your classmates and with me. Within the course Blackboard site you will access the learning materials, tutorials, and syllabus; discuss issues; submit assignments; take quizzes; email other students and the instructor; participate in online activities; and display your projects.

In order to access the course material you will need to go to <https://tamhsc.blackboard.com> or look for Quick Links on the bottom of the School's homepage. Please do not contact your instructor with technical problems. If you are having a technical problem with the course, review the [Blackboard Learn Tutorials](#) (at

the top-right of School's Office of Assessment and Instructional Technology website). Please note that the Blackboard emails and the SRPH emails are the same. If you continue to have trouble accessing the course web site please contact John Lingsweiler in the School's Office of Assessment and Instructional Technology. John may be reached at (979) 458-3032 or at lingsweiler@tamhsc.edu. You will need to possess the required computing technology to be successful in an online course. All computing problems or other technical issues can be routed to the TAMHSC Help Desk at helpdesk@tamhsc.edu via E-mail, or phoned to 979-862-8029 or 1-800-799-7472 Important!!! Save your work as you go along. Nothing is more discouraging than to lose an assignment due to a computer hang ups! You may want to also make hard copies of your work to have "proof" and save yourself time and trouble!

End of Course Evaluation

Constructive feedback from students on course evaluations is taken very seriously at the School of Rural Public Health. I am asking for your assistance in helping the School in its assessment of courses and faculty through your participation in the evaluation of your courses. As public health professionals you will one day have the responsibility to evaluate colleagues and health initiatives. The School views providing feedback on the School's courses as part of your professional responsibility.

American with Disabilities (ADA)

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, in Cain Hall, Room B118, or call 845-1637. For additional information visit <http://disability.tamu.edu>

Academic Integrity

Academic integrity is the pursuit of scholarly activity free from fraud and deception and is an educational objective of this institution. Students are expected to adhere to all TAMUS, TAMU, HSC, and School policies regarding academic integrity and classroom conduct. Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabricating information or citations, facilitating acts of academic dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used, or tampering with the academic work of another student. Individuals found guilty of academic dishonesty may be dismissed from the degree program, and at a minimum will receive an F for the course. It is the student's responsibility to have a clear understanding of how to reference other individuals' work, as well as having a clear understanding in general as to the various aspects of academic dishonesty. A tutorial on this issue is available at: <http://srph.tamhsc.edu/academic-affairs/academic-integrity.html>. A plagiarism tutorial can be found in Blackboard. Information on the Aggie Honor Code can be found at <http://aggiehonor.tamu.edu>.

Remember: *"An Aggie does not lie, cheat, or steal, or tolerate those who do."*

FERPA

The Federal Education Rights & Privacy Act requires that we advise students that by registering for this course, their HSC assigned e-mail address will be revealed to classmates and the instructor. By continuing your enrollment in the course you acknowledge your understanding of this policy. By enrolling in this course you agree to the following statement: "I understand that as a result of registering for this course, my HSC/Blackboard assigned e-mail address will be revealed to classmates and the instructor."

Equal Opportunity Statement

The Texas A&M Health Science Center is an Equal Opportunity/ Affirmative Action employer. Inquiries regarding nondiscrimination policies may be directed to the Human Resources Officer by phone at (979) 436-9208, email hr@tamhsc.edu, or by mail at 200 Technology Way, College Station, TX 77845.

DISCLAIMER

This syllabus is representative of materials that will be covered in this class; it is not a contract between the student and the institution. It is subject to change. These changes will be communicated via email or posted as announcements. If you have any problems related to this course, please feel free to discuss them with the instructor.

Plagiarism Virtual Course

Plagiarism is the leading form of academic dishonesty that the School of Rural Public Health has to address. As a SRPH student, you are responsible for knowing what plagiarism is and how to avoid it. All SRPH students are automatically enrolled in Plagiarism Virtual Course on Blackboard E-Learning. This virtual course provides you with information and examples related to plagiarism in an effort to reduce the number of reported incidents. Please find a tutorial and resources under "Content." In addition, please find Turnitin, a software package that allows you to check whether you may have plagiarized your document. Please see Phuong Huynh: phuong@srph.tamhsc.edu for additional information.