April 5, 2011

Dean Howard Frumkin
School of Public Health
Box 357230

Dear Howie:

Based on the recommendation of its Subcommittee on Admissions and Programs, the Faculty Council on Academic Standards has recommended approval of the revised program requirements for the Bachelor of Science degree in Health Informatics and Health Information Management. A copy of the change is attached.

I am writing to inform you that the Department of Health Services is authorized to specify these requirements beginning summer quarter 2011.

The new requirements should be incorporated in printed statements and in individual department websites as soon as possible. The *General Catalog* website will be updated accordingly by the Registrar's Office.

Sincerely yours,

Phyllis M. Wise
Interim President

Enclosure

cc: Ms. Gretchen Murphy (with enclosure)
       Mr. Robert Corbett (with enclosure)
       Dr. Deborah H. Wiegand (with enclosure)
       Ms. Virjean Edwards (with enclosure HIHIM-20110111)

UNIVERSITY OF WASHINGTON
CREATING AND CHANGING UNDERGRADUATE ACADEMIC PROGRAMS

After college/school/campus review, send a signed original and 8 copies to the Curriculum Office/FCAS, Box 355850.
For information about when and how to use this form: http://depts.washington.edu/uwcr/1503instructions.pdf

College/Campus School of Public Health	**Department/Unit** Health Services	**Date** 1/10/11

New Programs

☐ Leading to a Bachelor of _____ in _____ degree.

☐ Leading to a Bachelor of _____ degree with a major in _____.

☐ Leading to a _____ Option within the existing major in _____.

☐ Leading to a minor in _____

Changes to Existing Programs

☐ New Admission Requirements for the Major in _____ within the Bachelor of _____.

☐ Revised Admission Requirements for the Major in _____ within the Bachelor of _____.

☑ Revised Program Requirements for the Major in _Health Informatics and Health Inf_ within the Bachelor of _Science_

☐ Revised Requirements for the Option in _____ within the major in _____.

☐ Revised Requirements for the Minor in _____.

Other Changes

☐ Change name of program from _____ to _____.
☐ New or Revised Continuation Policy for _____
☐ Eliminate program in _____.

Proposed Effective Date: **Quarter:** ☐ Autumn ☐ Winter ☐ Spring ☑ Summer **Year: 20** _11_

Contact Person: Gretchen Murphy	Phone: 543-8810	Email: gcmurphy@uw.edu	Box: 359455

EXPLANATION OF AND RATIONALE FOR PROPOSED CHANGE

For new program, please include any relevant supporting documentation such as student learning outcomes, projected enrollments, letters of support and departmental handouts. (*Use additional pages if necessary*).

The Commission on Accreditation for Health Informatics and Health Information Management Education has revised the national curriculum and reorganized major content areas required for accredited educational programs. National vocabulary and code system changes and new national regulatory and compliance requirements in health care legislation call for updates in course content and course sequencing to deliver a balanced educational program. The HIHIM Curriculum Committee proposes the specific revisions listed below. The proposed changes are listed according to the quarter they are to take effect. Detailed explanations are listed with each course change. (See also Appendix 1)

OTHER DEPARTMENTS AFFECTED

List all departments/units/ or co-accredited programs affected by your new program or changes to your existing program and acquire the signature of the chair/director of each department/unit listed. Attach additional page(s) if necessary. *See online instructions.

Department/Unit:	Chair/Program Director:	Date:
Department/Unit:	Chair/Program Director	Date:

CATALOG COPY

Catalog Copy as currently written. Include only sections/paragraphs that would be changed if your request is approved. Please cross out or otherwise highlight any deletions.

See Appendix 2

PROPOSED CATALOG COPY

Reflecting requested changes (Include exact wording as you wish it to be shown in the printed catalog. Please underline or otherwise highlight any additions. If needed, attach a separate, expanded version of the changes that might appear in department publications). **Please note:** all copy will be edited to reflect uniform style in the General Catalog.
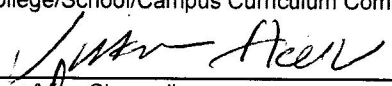
See Appendix 2

APPROVALS

	Date:
Chair/Program Director:	1-18-11
College/School/Campus Curriculum Committee:	1-19-11
Dean/Vice Chancellor:	1-20-11
Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:	4/1/2011

POST TRI-CAMPUS APPROVAL (when needed)

	Date:
Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:	

Adviser
~~1100 NE 45th Street, Suite 405, Box 354943~~
4333 Brooklyn Avenue NE, Box 359455
206-543-8810
hihim@uw.edu

The program in Health Informatics and Health Information Management (HIHIM) offers both a postbaccalaureate certificate and a Bachelor of Science degree (Evening Degree Program).
The program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education, in cooperation with the American Health Information Management Association (AHIMA). Students acquire a sound background in health data systems, organizational theory, computer systems in health care, health information systems analysis, management theory and application, quality assurance theory and application, and finance and legal issues. Upon completion of this program, students are eligible to take the national certification examination for Registered Health Information Administrator.

Postbaccalaureate Certificate
Health Informatics and Health Information Management
~~Health Informatics and Health Information Management Postbaccalaureate Certificate~~

Admission Requirements

Applicants must hold a baccalaureate degree from an accredited college or university with a minimum GPA of 2.50. They must also have taken courses in, or have the requisite knowledge and skills pertaining to, the following: human anatomy and physiology (laboratory course); ~~patho-physiology;~~ introduction to basic computer applications such as spreadsheets, data bases, or word processing, or introductory programming; principles of management; statistics (any discipline); and medical terminology.

Certificate Requirements
~~55~~65 credits as follows:
HIHIM 408 (3), HIHIM 409 (4 ~~, 4~~), HIHIM 410 (~~6~~ 5), HIHIM 412 (5), HIHIM 420 (5), HIHIM 421 (5), HIHIM 450 (3), HIHIM 454 (4), HIHIM 455 (~~5~~ 4), HIHIM 456 (5), HIHIM 460 (3), HIHIM 462 (~~3~~ 5), HIHIM 470 (3), HIHIM 480 (~~4~~ 5), HIHIM 407 (3), HIHIM 413 (3).
The program may be completed in either one or two academic years.
For current information, please visit the Health Informatics and Health Information Management Website.

Bachelor of Science
Health Informatics and Health Information Management Major

Suggested First- and Second-Year College Courses: Human anatomy and physiology (laboratory course); ~~patho-physiology;~~ introduction to basic computer applications such as spreadsheets, data bases, or word processing, or introductory programming; ~~principles of management;~~ statistics (any discipline); English composition; and medical terminology.

Department Admission Requirements
1. Admission to UW Evening Degree Program for summer quarter of planned entry to Health Informatics and Health Information Management (HIHIM)

2. <u>Minimum 90 transferable credits (HIHIM 2-year curriculum plan). Students who have completed a minimum of 120 transferable credits including 70 of the 80 UW General Education required credits are eligible for the 1-year curriculum plan.</u>

3. Completion of the following prerequisites (With the exception of medical terminology, prerequisite courses may be taken at the UW or elsewhere):
   a. Statistics (one of the following): <u>STAT 220</u>, <u>STAT 311</u>, <u>QMETH 201</u>, <u>PSYCH 315</u>, <u>EDPSY 490</u>, or equivalent. (4-5 credits)
   b. Anatomy and physiology with laboratory: <u>BIOL 118</u> and <u>BIOL 119</u>, or equivalent. (6 credits)
   c. Medical terminology: Not offered at UW. Available at various community colleges. (3-5 credits) <u>See program web site.</u>

4. Grades: Minimum cumulative GPA of 2.50. Minimum cumulative GPA of 2.50 in prerequisite coursework. Minimum 2.0 grade in each prerequisite course.

5. Prerequisites must be completed prior to admission, with the following exception: A maximum of one (1) prerequisite course may be in progress during summer quarter. Applicant must include written petition with HIHIM application. Applicant may be considered for conditional admission. Offer of admission to HIHIM is withdrawn if prerequisite is not completed by the end of summer quarter or if prerequisite grade requirement is not met.

6. Admission is once a year, for summer quarter. Admission is competitive; completion of admission requirements guarantees consideration but not acceptance. Application deadline for each year is April 15. The academic summer schedule begins with an introductory course and an optional independent study course.

Program Requirements
1. General Education Requirements <u>(80 credits)</u>
   a. English Composition and Additional Writing (15 credits): English composition (5 credits); additional writing (W courses) (10 credits)
   b. Quantitative & Symbolic Reasoning (4-5 credits): Depending on course taken, may be satisfied by the statistics prerequisite requirement.
   c. Areas of Knowledge (60 credits): Minimum 20 credits each in Visual, Literary, & Performing Arts (VLPA), Individuals & Societies (I&S), and Natural World (NW). (<u>BIOL 118</u> and <u>BIOL 119</u> may count toward both the prerequisite and NW requirements.)
2. Program Requirements (~~57~~ 65 credits)
   a. Disease concepts (4 credits): <u>HIHIM 409</u>
   b. Information systems (~~16~~ 15 credits): <u>HIHIM 410</u>, <u>HIHIM 420</u>, <u>HIHIM 421</u>
   c. Coding and vocabulary (~~5~~ 8 credits): <u>HIHIM 412</u>, <u>HIHIM 407</u>
   d. Management (~~25~~ 30 credits): <u>HIHIM 408</u>, <u>HIHIM 450</u>, <u>HIHIM 454</u>, <u>HIHIM 455</u>, <u>HIHIM 456</u>, <u>HIHIM 470</u>, <u>HIHIM 480</u>, <u>HIHIM 413</u>
   e. Internships and projects (~~7~~ 8 credits): <u>HIHIM 460</u>, <u>HIHIM 462</u>, <u>HIHIM 499</u>
3. Additional electives to complete minimum of 180 credits required for a degree.
4. Minimum cumulative 2.00 GPA in core courses and minimum 2.0 grade in individual courses.

Appendix 1
HIHIM Undergraduate Course Schedule
2011-2012

QTR	HIHIM COURSE #	HIHIM Courses	CREDITS
SU11	409	Disease Concepts for Managers	4
SU11	450	Organizational Theory in Health Facilities	3
SU11	470	Legal Concepts for Health	3
SU11	*490A*	*Foundation Health Vocabulary*	*3*
SU11	499	Independent Study	
AU11	408	*Management Principles for HIM* (*formerly HIHIM 490*)	*3*
AU11	410	Intro to Health Data and Hlth Data Sys	5
AU11	412A	Hlthcare Coding and RCM Mgmt	5
AU11	454	Finance Concepts for Health Care Managers	4
AU11	499	Independent Study	
WI12	420	Health Care Computer Systems and EHRs	5
WI12	460A	Management Project I	3
WI12	480A	Problem Solving and Decision Makng in HIM	5
WI12	*490B*	*Revenue Cycle Management*	*3*
WI12	499	Independent Study	
SP12	421	Health Information Systems Analysis	5
SP12	455	Professionalism and Leadership	4
SP12	456	Quality Assurance and Research in Health Care	5
SP12	462	Management Project 11 – Capstone	5
SP12	499	Independent Study	