

Syllabus

Course Number: HIM 445/HCI 645

Course Title: Management of eHIM and Information Governance

Course Description:

The focus of this course is on the advanced concepts of managing digital clinical information and electronic storage of information in health care facilities. Topics include: identity management, health information exchange and data sharing, current trends in eHIM, eDiscovery, the personal health record and patient portals. The course will also cover components and strategies of Information Governance including; interoperability of data, compliance data dictionary standards, and factors that influence data integrity. Graduate level includes Assess the role and function of data governance in a health system and the development of a data quality assessment and measurement model. Cross listing: HCI 645

Prerequisite Courses:

HIM 313, and HIM 415 or equivalent

Course Outcomes:

Upon completion of this course, learners should be able to:

- Define eHIM and evaluate the impact of eHIM on healthcare
- Analyze the components of the legal health record (LHR) and the personal health record (PHR)
- Explain methods of managing eHIM
- Review regulatory requirements applicable to health care providers using and maintaining electronic health information
- Define, compare and contrast confidentiality, privacy and security as it pertains to eHIM
- Determine the components needed to identify patients in an electronic system and articulate the importance of maintaining patient data
- Investigate perspectives of individuals and organizations impacted by electronic health information
- Develop and apply procedures for identity management and data security and integrity.
- Graduate only: Assess the role and function of data governance in a health system.
- Graduate only: Develop a concept paper for a data quality assessment and measurement model

Required Texts:

Johns, M. (2015). Enterprise health information management and data governance. AHIMA Press, Chicago, IL

Pre-Assignment:

Online Format: Sign on to D2L (Home Page) and become familiar with the course navigation of the Web Curriculum.

Pre-Assignment Due Dates:

Online Format: The instructor will specify the due date for this assignment.

Course Assignments and Activities:

	Topics	Readings	Activities Assignments and Associated Points
1	Transforming Health Information	EHIM and Data Governance Text Chapters 1-2 Video: 1960s EHR	Discussion: <ul style="list-style-type: none">• Introductions• DQ1: St Rita's Case Study (20) Activity 1: PHR Discrepancies (50)
2	Electronic Health Information Systems & The Enterprise Solution	EHIM and Data Governance Text Chapters 3-4 Managing the Integrity of Patient Identity in HIE	Discussion: <ul style="list-style-type: none">• DQ2: St. Rita's Case Study (20) Activity 2: Administrative and Clinical Information Systems (50)
3	Data Governance & Information Governance	EHIM and Data Governance Text Chapter 5 Information Governance Principles Video: The Difference between Data Governance and Information Governance	Discussion: <ul style="list-style-type: none">• DQ3: St. Rita's Case Study (20) Activity 3: Data Governance & Information Governance (50) HCI Graduate Activity 1 (50)
4	Data Architecture Management & Metadata Management	EHIM and Data Governance Text Chapters 6-7	Discussion: <ul style="list-style-type: none">• DQ4: St. Rita's Case Study FINAL PROJECT Outline (25)
5	Master Data Management & Enterprise Content Management	EHIM and Data Governance Text Chapters 8-9 Patient Identity Integrity	Discussion: <ul style="list-style-type: none">• DQ5: St. Rita's Case Study (20) Activity 4: Functionality Beyond a Checklist (50)

6	Data Security Management, Business Intelligence & Big Data	EHIM and Data Governance Text Chapters 10-11	Discussion: <ul style="list-style-type: none"> DQ6: St. Rita's Case Study (20) FINAL PROJECT Rough Draft (25)
7	Data Quality Management, Terminology & Classification Systems Management	EHIM and Data Governance Text Chapters 12-13 Videos: Healthcare BI Success: Five Steps to Ensuring Data Quality Clinical Data Mapping Process	Discussion: <ul style="list-style-type: none"> DQ7: St. Rita's Case Study (20) Activity 5: Data Silos and Data Mapping (50) HCI Graduate Activity 2 (50)
8	EIM in Action	EHIM and Data Governance Text Chapter 14	Discussion: <ul style="list-style-type: none"> DQ8: St. Rita's Case Study (20) FINAL PROJECT: EIM Infographic for St. Mary's (100) FINAL EXAM (90)

CC&IS Grading Scale

Letter Grade	Percentage	Grade Point
A	93 to 100	4.00
A-	90 to less than 93	3.67
B+	87 to less than 90	3.33
B	83 to less than 87	3.00
B-	80 to less than 83	2.67
C+	77 to less than 80	2.33
C	73 to less than 77	2.00
C-	70 to less than 73	1.67
D+	67 to less than 70	1.33
D	63 to less than 67	1.00
D-	60 to less than 63	.67
F	Less than 60	0

Additional information about grading can be found in the latest edition of the University Catalog, available at <http://www.regis.edu/Academics/Course%20Catalog.aspx>.

CC&IS Policies and Procedures

Each of the following CC&IS Policies & Procedures is incorporated here by reference. Students are expected to review this information each term, and agree to the policies and procedures as identified here and specified in the latest edition of the University Catalog, available at <http://www.regis.edu/Academics/Course%20Catalog.aspx> or at the link provided.

- The CC&IS Academic Integrity Policy.
- The Student Honor Code and Student Standards of Conduct.
- Incomplete Grade Policy, Pass / No Pass Grades, Grade Reports.
- The Information Privacy policy and FERPA. For more information regarding FERPA, visit the [U.S. Department of Education](http://www.ed.gov).
- The HIPAA policies for protected health information. The complete Regis University HIPAA Privacy & Security policy can be found here: <http://www.regis.edu/About-Regis-University/University-Offices-and-Services/Auxiliary-Business/HIPAA.aspx>.
- The Human Subjects Institutional Review Board (IRB) procedures. More information about the IRB and its processes can be found here: <http://regis.edu/Academics/Academic-Grants/Proposals/Regis-Information/IRB.aspx>.

The CC&IS Policies & Procedures Syllabus Addendum summarizes additional important policies including, Diversity, Equal Access, Disability Services, and Attendance & Participation that apply to every course offered by the College of Computer & Information Sciences at Regis University. A copy of the CC&IS Policies & Procedures Syllabus Addendum can be found here: <https://in2.regis.edu/sites/ccis/policies/Repository/CCIS%20Syllabus%20Addendum.docx>.

CAHIIM Health Information Management Competencies

Subdomain I.C. Data Governance

3. Demonstrate compliance with internal and external data dictionary requirements.

Subdomain I.D. Data Management

3. Apply knowledge of database architecture and design to meet organizational needs.
4. Evaluate data from varying sources to create meaningful presentations.

Subdomain I.E. Secondary Data Sources

1. Validate data from secondary sources to include in the patient's record, including personal health records

Subdomain II.B. Data Privacy, Confidentiality & Security

3. Collaborate in the design and implementation of risk assessment, contingency planning, and data recovery procedures.
4. Analyze the security and privacy implications of mobile health technologies.

Subdomain II.C. Release of Information

2. Protect electronic health information through confidentiality and security measures, policies and procedures.

Subdomain III.H. Information Integrity and Data Quality

1. Discover threats to data integrity and validity.
5. Model policy initiatives that influence data integrity.

Subdomain VI.F. Strategic and Organizational Management

6. Collaborate in the development and implementation of information governance initiatives.

Subdomain VI.K. Enterprise Information Management

1. Manage information as a key strategic resource and mission tool.

