Welcome to Cypress College!

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Objectives
- What is HIM?
  - What do HI Managers Do?
  - Where do HI Managers Work?
- What is Health IT?
- What is the Job Market?
- Why Choose Cypress College?

Objectives
- What are the Program Options?
- What Courses do I need?
- How long does the Program take?
- How much does it cost?
- What do I need to do to get started?

Definition of Health Information Management
- Administration
  - Managing data collection and storage, information retrieval, and release
- Application
  - Analyzing, interpreting, classifying, and coding data and facilitating use by others
- Policy
  - Establishing and implementing security, confidentiality, retention, integrity, and access standards.

Definition of Health Information Management
- Includes Managers, technicians, and specialists
- Expert in systems and processes for health information management
  - Planning
    - Formulating strategic, functional and user requirements for health information
  - Engineering
    - Designing information flow, data models, and definitions

What is Health IT?
- Use of information and communication technologies in health care.
  - Deliver care and document care
  - Can include
    - EHR’s and PHR’s,
    - e-mail communication,
    - clinical alerts and reminders,
    - computerized decision support systems,
    - hand-held devices and
    - other technologies that store, protect, retrieve and transfer clinical, administrative, and financial information electronically within health care settings.
Health Information Technology for Economic & Clinical Health Act

- President Obama signed ARRA 2/17/2009
- Included historic provisions for transforming the country’s health care system from a paper based to a digital infrastructure
- HITÉCH Act
- Designed to improve quality, efficiency, & coordination of care through financial incentives for providers to adopt and meaningfully use electronic health records.
- ONC & CMS overseeing HITECH Act
- Shortfall of 51,000 qualified Health IT Workers to implement EHR’s

HITECH Workforce Development

- $84 million to Community Colleges
- Practice workflow & information management redesign specialists
- Clinician/practitioner consultant
- Implementation support specialist
- Implementation managers
- Technical/software support staff
- Trainers
- Competency Exam to evaluate knowledge & skills

What is the Cypress College Health Information Technology Program?

- HIM or Health IT?
- Adhere to CAHIIM Associate Degree in HIM Standards.
- An HIM program that must incorporate Health IT in order to manage electronic health records

Skills of HI Managers

- Manage medical records and health information systems
- Evaluate quality & uses of data in healthcare industry
- Summarize clinical and administrative data into useful information needed for decision and policy-making.
- Comply with standards and regulations regarding provision of care and documentation of health information
- Protect the privacy, confidentiality, and security of protected health information
- Ensure health information is complete and available to legitimate users
- Code health information for reimbursement and research.
- Manage health-related databases

HIM Positions

- HIM Director
- APC Coordinator
- Charge Master Coordinator
- Clinical Data Specialist
- Clinical Coding Specialist
- Compliance Officer
- Data Quality Manager
- Data Resource Administrator
- Decision Support Specialist
- DRG Coordinator
- Educator
- Project Managers
- HIM Compliance Specialist
- Information Security Manager
- Medical Staff Coordinator
- Patient Information Coordinator
- Patient Advocates
- Privacy Officer
- Quality Improvement Director
- Risk Manager
- Utilization Management Director
- Clinical Documentation Improvement Coordinator

HIM Positions

- Acute Care Hospital
- Long Term Care
- Rehab Hospital
- Home Health Agency
- Behavioral Health
- Ambulatory Medical Group
- Correctional Facilities
- Federal/State Government Agencies
- Biomedical Research
- Pharmaceutical Firms
- Insurance Companies
- IT/Software Vendors
- Consulting Firms
- Law Firms
- Education
Health Informatics & Information Management Credentials
- RHIA: Registered Health Information Administrator
- RHIT: Registered Health Information Technician
- CPHIMS: Certified Professional in Healthcare Information and Management Systems
- CHDA: Certified Health Data Analyst
- CHPS: Certification in Healthcare Privacy and Security
- CCS: Certified Coding Specialist
- CCS-P: Certified Coding Specialist-Physician-based
- CCA: Certified Coding Associate
- CPC: Certified Professional Coder
- CPC-H: Certified Professional Coder – Hospital OP
- CPHQ: Certified Professional in Healthcare Quality
- CPMSM: Certified Professional in Medical Services Management
- CPCS: Certified Provider Credentialing Specialist
- CTR: Certified Cancer Registrar
- RMT: Registered Medical Transcriptionist

Job Market
- Medical Records & Health Information Technicians
  - http://www.bls.gov/oco/ocos103.htm
  - Associate Degree -- RHIT
  - Expected to grow faster than the average
  - 20% increase by 2018
- Medical and Health Services Managers
  - http://www.bls.gov/oco/ocos014.htm
  - Bachelors & Masters Degree in HIM, Health Informatics -- RHIA
  - Bachelors & Masters in Health Care Administration, Health Information
  - 16% increase by 2018

Healthcare and social assistance Industry
- About 26% of all new jobs created in the U.S. economy
- Includes public and private hospitals, nursing and residential care facilities, individual and family services
- Expected to grow by 24%, or 4 million new jobs.
- Source: Bureau of Labor Statistics

Reason for Growth in Health Care Industry
- Aging health care workforce
- Aging population
- Longer life expectancies
- Changes in reimbursement systems
- Expansion of healthcare delivery settings
- Increased regulatory scrutiny
- Emphasis on outcomes and accountability
- Transition to electronic health record

Salaries: www.ahima.org
- Entry Level in the US – 2006 data
  - AS Degree $20,000 to $30,000
  - BS Degree $30,000 to $50,000
  - Five years: $50,000 to $75,000
- California Salaries higher
  - Highest in the Country
  - $15-20 per hour Entry Level for AS Degree
  - HIM Directors with experience: >$100,000
  - Coders with experience: $35 to $50/hour

Graphic: Average Director Salaries by Education
- Associate Degree
- Bachelor’s Degree
- Master’s Degree

AHIMA 2006
Orange County HIM Salaries

<table>
<thead>
<tr>
<th>HIM Option</th>
<th>Entry</th>
<th>Max</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Information Coding Certificate (Hospital)</td>
<td>$31,200</td>
<td>$106,080</td>
<td>$15 $51</td>
</tr>
<tr>
<td>HIT Associate Degree</td>
<td>$31,200</td>
<td>$115,800</td>
<td>$15 $56</td>
</tr>
<tr>
<td>Medical Insurance Billing Specialist (Physician Office)</td>
<td>$20,800</td>
<td>$41,600</td>
<td>$10 $20</td>
</tr>
<tr>
<td>Medical Records Clerk (Hospital)</td>
<td>$24,960</td>
<td>$41,600</td>
<td>$12 $20</td>
</tr>
<tr>
<td>Medical Staff Services Science</td>
<td>$41,600</td>
<td>$115,000</td>
<td>$20 $55</td>
</tr>
</tbody>
</table>

Health IT Workforce Roles

<table>
<thead>
<tr>
<th>Role</th>
<th>Salary Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Practice Workflow/Information Management Redesign Specialists</td>
<td>$91,917 $126,914</td>
</tr>
<tr>
<td>Clinician/Practitioner Consultant</td>
<td>$67,762 $98,117</td>
</tr>
<tr>
<td>Implementation Support Specialist</td>
<td>$57,000 $85,000</td>
</tr>
<tr>
<td>Implementation Manager</td>
<td>$87,500 $114,600</td>
</tr>
<tr>
<td>Technical/Software Support Roles</td>
<td>$44,281 $59,500</td>
</tr>
<tr>
<td>Trainer</td>
<td>$58,493 $83,505</td>
</tr>
<tr>
<td>Medical Staff Services Science</td>
<td>$64,305 $89,279</td>
</tr>
<tr>
<td>Health Information Privacy &amp; Security Specialist</td>
<td>$88,210 $118,684</td>
</tr>
<tr>
<td>Research &amp; development Scientists</td>
<td>$94,947 $138,250</td>
</tr>
<tr>
<td>Programmers &amp; Software Engineers</td>
<td>$73,711 $104,144</td>
</tr>
<tr>
<td>Sub-Specialists – Masters/PhD</td>
<td>$110,629 $153,734</td>
</tr>
</tbody>
</table>

Source: ONC – June, 2010

Why Cypress College?

- Well respected in the community
- Long Term relationship with HI Managers
  - Directors refer students
  - Job Postings
  - Graduates get jobs

Why Cypress College?

- Over 40 years in existence
- Nationally Accredited by CAHIIM
  - Commission for Accreditation of Health Informatics and Information Management Education
  - www.cahiim.org
- Eligible to sit for RHIT Exam
  - 24 year cumulative pass rate 95%
- State-of-the-art Computer Lab
  - 45 computers with Internet Access
  - Scanners & LaserJet & Color Printer
  - Mobile Computer Lab – 30 laptops

Why Cypress College?

- Online Testing
  - Over 400 actual medical records to code
  - Over 40 Directed Practice Sites
  - Flexible Scheduling
    - During the day
    - In the evening
    - On Saturday
  - Online

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Why Cypress College?

**Annual Program Assessment Report**

<table>
<thead>
<tr>
<th>Year</th>
<th>Enrollment (RHit)</th>
<th># of Graduates</th>
<th>Graduate Placement Rate</th>
<th>Graduate Satisfaction</th>
<th>Employer Satisfaction</th>
<th>RHit Exam Pass Rate</th>
<th>Cumulative Pass Rate since 1986</th>
</tr>
</thead>
<tbody>
<tr>
<td>05-06</td>
<td>190</td>
<td>5</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>86%</td>
<td>95%</td>
</tr>
<tr>
<td>06-07</td>
<td>116</td>
<td>4</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>07-08</td>
<td>205</td>
<td>5</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>75%</td>
<td></td>
</tr>
<tr>
<td>08-09</td>
<td>257</td>
<td>5</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>80%</td>
<td></td>
</tr>
</tbody>
</table>

Our Hybrid “Online” Program

- Use Blackboard for Course Management System
- **Hybrid:** 51% on campus 49% online
- Traditional Method – 100% asynchronous online
- **Webinars:**
  - Seminars conducted over the Internet
  - Communicate via computer & telephone or speaker/headset
  - Synchronously – at the same time
  - Archived (recorded) for later viewing/listening
- **Lab Classes:**
  - Can Come to Campus
  - Or participate online via Webinar

What are Program Options?

- **AS Degree**
  - Health Information Technology
  - Medical Staff Services Science
  - Certificates
  - Health Information Coding Specialist
  - Medical Record Clerk
  - Medical Insurance Billing Certificate
- **Health IT Workforce Roles**

What Courses do I need?

- Curriculum Based on
  - Entry Level Competencies
- Developed by Accrediting Agency
  - Commission on the Accreditation of Health Informatics and Information Management
  - [www.cahiim.org](http://www.cahiim.org)

Entry Level Competency Groups

- **Health Data Management**
  - Health Data Structure, Content & Standards
  - Healthcare Information Requirements & Standards
  - Clinical Classification Systems
  - Reimbursement Methodologies

- **Health Statistics, Biomedical Research & Quality Management**
  - Health Care Statistics & Research
  - Quality Management & Performance Improvement
- **Health Services Organization & Delivery**
  - Healthcare Delivery Systems
  - Healthcare Privacy, Confidentiality, Legal & Ethical Issues
Entry Level Competency Groups

- Information Technology & Systems
  - Information & Communication Technologies
  - Data, Information, & File Structure
  - Data Storage and Retrieval
  - Data Security
  - Healthcare Information Systems
- Organizational Resources
  - Human Resources
  - Financial & Physical Resources

Cypress HIM AS Degree Courses

- Medical Terminology
- Anatomy/Physiology
- Survey of Disease
- Pharmacology
- Trends in Health Care
- Health Information Science
- Legal Aspects of Healthcare
- Medical Staff Services Science
- ICD 9-CM Coding
- ICD 10-CM & ICD 10-PCS
- CPT Ambulatory Care Coding
- Adv. Coding for Prospective Payment
- Coding Skills Lab
- Computer Information Systems
- Keyboarding – MS Word
- Information Technology in Health Care
- Healthcare Statistics
- Medical Quality Management
- Directed Practice I & II in healthcare facilities
- Medical Insurance Billing
- College Writing
- General Education -- IGETC

How long does the Program take Full Time?

<table>
<thead>
<tr>
<th>Program</th>
<th>Units</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>AS - HIT (60 + GE units)</td>
<td>75</td>
<td>Full 2 years</td>
</tr>
<tr>
<td>AS – MSSS (48 + GE units)</td>
<td>63</td>
<td>Full 2 years</td>
</tr>
<tr>
<td>Health Information Coding</td>
<td>35</td>
<td>3 semesters</td>
</tr>
<tr>
<td>Medical Record Clerk</td>
<td>14</td>
<td>1 semester</td>
</tr>
<tr>
<td>Medical Insurance Billing</td>
<td>24</td>
<td>2 semesters</td>
</tr>
<tr>
<td>Health IT Workforce Roles</td>
<td>@15</td>
<td>6 months</td>
</tr>
</tbody>
</table>

How much does it cost?

- Registration Fees
  - $26 per unit for California Resident
  - Nonresident: $203 per unit + enrollment
  - Non-US: $210 per unit + enrollment
  - Health fee: $16 per term
  - Parking Fee: $35 per semester
- Financial Aid
- Scholarships
  - Cypress/AHIMA/CHIA/CAMSS
- Books: @ $120 per course

What do I need to do to get started?

1. Apply Online to Cypress College
   - [www.cypresscollege.edu](http://www.cypresscollege.edu)
2. Take Assessment Tests for Math, English, ESL
3. Request College Transcripts
4. Attend Orientation (for new students)
   - On campus
     - [http://www.cypresscollege.edu/admissions/gettingStarted/onlineorientation](http://www.cypresscollege.edu/admissions/gettingStarted/onlineorientation)
5. Make appointment with Health Science Counselor
   - 714-484-7015
   - Denise Vo: dvo@cypresscollege.edu
   - Kelly Carter: kcarte@cypresscollege.edu
6. BOG Enrollment Fee Waiver (optional)
7. Register for Classes Online
   - Log in to MyGateway: [http://mygateway.nocccd.edu/](http://mygateway.nocccd.edu/)
   - Continuing: New Students:

General Education

- Category A: Language & Rationality
  - A1: Written Communication – 3 units
    - ENGL 100: College Writing
  - A2: Analytical Thinking – 3 units
    - CIS 111: Computer Information Systems
- Category B: Natural Sciences & Math
  - B1: Life/Physical Sciences – 3 units
    - BIOL 210: Anatomy & Physiology
  - B2: Mathematics: 3 units
    - Math 120 Intro to Probability & Statistics
- Category C: Art & Humanities
  - C1: Arts - 3 units
  - C2: Humanities - 3 units
  - ENGL 102: Intro to Literature
General Education
- Category D: Social Sciences – 6 units
  - HS 277: Cultural Awareness & Health Care**
- Category E: Physical Activity/Health – 1 unit
  - Cultural Diversity – 3 units**
  - HS 277: Cultural Awareness & Health Care**
- Reading Proficiency*
  - ENGL 102: Intro to Literature*
- Program Specific Courses

If You are working
- 0 Hours 12 + units
- 20 hours 6-12 units
- 40 hours 1-6 units
- Do not overload yourself

HIM/HIT is for individuals who
- Want a career that offers diverse opportunities in a myriad of settings
- Want to work in health care, but not directly with patients.
  - No blood and guts
- Have an aptitude for science, but also like management, law, and computers.
- Enjoy working with professionals: physicians, nurses, lawyers, administrators and executives.
  - In HIM, the biggest names in medicine look to us

HIM/HIT is for individuals who
- Want a career where they can choose to work on their own, with others, or some of both.
  - HIM & HIT curricula incorporate the disciplines of
    - Medicine
    - Management and finance
    - Information technology
    - And the law