

1: HIM Body of Knowledge

Editor Merida L. Johns, PhD, RHIA, and her distinguished colleagues have updated and revised the health information management technology concepts from their first edition, the most widely used textbook in health information management technology programs in the country.

Elements[edit] Healthcare quality and safety require that the right information be available at the right time to support patient care and health system management decisions. Gaining consensus on essential data content and documentation standards is a necessary prerequisite for high-quality data in the interconnected healthcare system of the future. Continuous quality management of data standards and content is key to ensuring that information is usable and actionable. The term includes routine clinical or office records, records of care in any health related setting, preventive care, lifestyle evaluation, research protocols and various clinical databases. This repository of information about a single patient is generated by health care professionals as a direct result of interaction with a patient or with individuals who have personal knowledge of the patient. The primary patient record is the record that is used by health care professionals while providing patient care services to review patient data or document their own observations, actions, or instructions. The secondary patient record is a record that is derived from the primary record and contains selected data elements to aid non clinical persons in supporting, evaluating and advancing patient care. Patient care support refers to administration, regulation, and payment functions. Practices[edit] Methods to ensure Data Quality[edit] The accuracy of data depends on the manual or computer information system design for collecting, recording, storing, processing, accessing and displaying data as well as the ability and follow-through of the people involved in each phase of these activities. Everyone involved with documenting or using health information is responsible for its quality. Each aspect is analyzed with 10 different data characteristics: Data are the correct values and are valid. Data items should be easily obtainable and legal to collect. All required data items are included. Ensure that the entire scope of the data is collected and document intentional limitations. The value of the data should be reliable and the same across applications. The data should be up to date. A datum value is up to date if it is current for a specific point in time. It is outdate if it was current at some preceding time yet incorrect at a later time. Clear definitions should be provided so that current and future data users will know what the data mean. Each data element should have clear meaning and acceptable values. The attributes and values of data should be defined at the correct level of detail. Data values should be just large enough to support the application or process. The data are meaningful to the performance of the process or application for which they are collected. Timeliness is determined by how the data are being used and their context. Health information professionals[edit] HIM is a very broad and successful field for health care professionals. There are several career opportunities in Health Information Management and many different traditional and non-traditional settings for an HIM professional to work within. Managing an HIM medical records department, cancer registry , coding , trauma registry, transcription , quality improvement , release of information , patient admissions, compliance auditor, physician accreditation, utilization review, physician offices and risk management. They play a crucial role in the maintenance, collection, and analyzing of data that is received by doctors, nurses, and other healthcare players. In return these healthcare data contributors rely on the information to deliver quality healthcare. RHIAs usually assume a managerial position that interacts with all levels of an organization that use patient data in decision making and everyday operations. Health information managers may specialize in registry management, data management, and data quality among other areas. Medical records and Health information technicians[edit] See also: Technicians organize and manage health information data by ensuring its quality, accuracy, accessibility, and security. They regularly communicate with physicians and other healthcare professionals to clarify diagnoses or to obtain additional information. However they also work in a variety of other healthcare settings, including office based physician practices, nursing homes , home health agencies , mental health facilities , and public health agencies. Technicians who specialize in coding are called medical coders or coding specialists.

2: HIM Body of Knowledge

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Click on image to zoom Pages: Sue Biedermann, Texas State University; and Donna Olson, Collin College
Overview Introduction to Health Information Management provides students with a comprehensive and engaging look at the responsibilities and opportunities available in healthcare management today. This student-friendly text explores HIM roles in inpatient, outpatient, and specialty care settings, including long-term and rehabilitative care; offers up-to-date information on electronic health records; and examines the impact of EHRs on the healthcare environment. Prepares students for RHIT exams by covering core content. In-chapter problems and discussion points draw on real-world scenarios that challenge students to think critically. Integrates professionalism and crucial soft skills students need to succeed in the job market and then succeed in the workplace. Table of Contents Chapter 1: Introduction to Health Information Management Chapter 2: Healthcare Organizations Chapter 3: Hospital Departments and the Medical Staff Chapter 4: Health Record Purpose and Components Chapter 5: Health Record Organization and Storage Chapter 6: Information Technology in Healthcare Chapter 7: Electronic Health Records Chapter 8: Legal Aspects of Health Information Chapter 9: Classification Systems and Reimbursement Chapter Healthcare Statistics Chapter Quality Case Management and Registries Chapter Financial and Operational Management Appendix A: Glossary of Terms and Acronyms Appendix B:

3: AHIMA Home - American Health Information Management Association

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Health Information Management: Concepts, Principles, and Practice is the most widely used textbook in health information management baccalaureate programs in the country.

5: AHIMA Home - American Health Information Management Association

Page 1 of a list of textbooks from American Health Information Management Association, with links to the book's information.

6: Introduction to Health Information Management

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Health Information Management Technology: An Applied Approach creates a blueprint for success in the field, with particular emphasis on the movement toward the electronic health record (EHR). This fourth edition of the most widely used health information management technology textbook in the United States is updated to include current health.

9: American Health Information Management Association Textbooks, Page 1 - Direct Textbook

Dept. of Health Information Management Textbooks for HIM Courses.

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