

Please a check in the areas in which you have a knowledge base

RHIAs, do you have this body of knowledge about IT?
 The following are excerpts *focused on IT* from the CAHIIM Curriculum Requirements – *AHIMA 2011 Curriculum Competencies and Knowledge Clusters for Health Information Management (HIM) Education at the Baccalaureate Degree Level (RHIA)*

				Column 2 - Knowledge Clusters (Curricular Components)
	HIM Baccalaureate Degree Entry-Level Competencies (Student Learning Outcomes)			
	I. Domain: Health Data Management			Health Data Structure, Content, and Standards
		I.A. Subdomain: Health Data Structure, Content, and Standards		
			I.A.1. Manage health data (such as data elements, data sets, and databases).	<ul style="list-style-type: none"> • Capture, structure, and use of health information (Evaluating, 5) • Health information media (paper, electronic) (Evaluating, 5) • Data quality assessment and integrity (Evaluating, 5) • Secondary data sources such as registries and indexes (Applying, 3) • Healthcare data sets (such as OASIS, HEDIS, UHDDS) (Analyzing, 4) • Health information archival and retrieval systems (Evaluating, 5) • Data capture tools and technologies (such as forms; data input screens; templates, other health record documentation tools) (Evaluating, 5)
			I.A.2. Ensure that documentation in the health record supports the diagnosis and reflects the patient's progress, clinical findings, and discharge status.	<ul style="list-style-type: none"> • Capture, structure, and use of health information (Evaluating, 5) • Health information media (paper, electronic) (Evaluating, 5) • Data quality assessment and integrity (Evaluating, 5) • Secondary data sources such as registries and indexes (Applying, 3) • Healthcare data sets (such as OASIS, HEDIS, UHDDS) (Analyzing, 4) • Health information archival and retrieval systems (Evaluating, 5) • Data capture tools and technologies (such as forms; data input screens; templates, other health record documentation tools) (Evaluating, 5)
	III. Domain: Health Services Organizations and Delivery			Healthcare Privacy, Confidentiality, Legal and Ethical Issues
		III.B. Subdomain: Healthcare Privacy, Confidentiality, Legal and Ethical Issues		

			<p>III.B.1. Coordinate the implementation of legal and regulatory requirements related to the health information infrastructure.</p>	<ul style="list-style-type: none"> • Legislative and legal system (Analyzing, 4) • Privacy, confidentiality, security principles, policies and procedures (Evaluating, 5) • Identity management (Evaluating, 5) • Health information laws, regulations, and standards (such as HIPAA, HITECH, Joint Commission, State laws) (Evaluating, 5) • Elements of compliance programs (Evaluating, 5) • Professional ethical issues (Evaluating, 5) • Legal Health Record, e-Discovery guidelines (Evaluating,5) • Information security training (Understanding, 2)
			<p>III.B.2. Manage access and disclosure of personal health information.</p>	<ul style="list-style-type: none"> • Legislative and legal system (Analyzing, 4) • Privacy, confidentiality, security principles, policies and procedures (Evaluating, 5) • Identity management (Evaluating, 5) • Health information laws, regulations, and standards (such as HIPAA, HITECH, Joint Commission, State laws) (Evaluating, 5) • Elements of compliance programs (Evaluating, 5) • Professional ethical issues (Evaluating, 5) • Legal Health Record, e-Discovery guidelines (Evaluating,5) • Information security training (Understanding, 2)
			<p>III.B.3. Develop and implement organization wide confidentiality policies and procedures.</p>	<ul style="list-style-type: none"> • Legislative and legal system (Analyzing, 4) • Privacy, confidentiality, security principles, policies and procedures (Evaluating, 5) • Identity management (Evaluating, 5) • Health information laws, regulations, and standards (such as HIPAA, HITECH, Joint Commission, State laws) (Evaluating, 5) • Elements of compliance programs (Evaluating, 5) • Professional ethical issues (Evaluating, 5) • Legal Health Record, e-Discovery guidelines (Evaluating,5) • Information security training (Understanding, 2)

			<p>III.B.4. Develop and implement privacy training programs.</p>	<ul style="list-style-type: none"> • Legislative and legal system (Analyzing, 4) • Privacy, confidentiality, security principles, policies and procedures (Evaluating, 5) • Identity management (Evaluating, 5) • Health information laws, regulations, and standards (such as HIPAA, HITECH, Joint Commission, State laws) (Evaluating, 5) • Elements of compliance programs (Evaluating, 5) • Professional ethical issues (Evaluating, 5) • Legal Health Record, e-Discovery guidelines (Evaluating,5) • Information security training (Understanding, 2)
			<p>III.B.5. Assist in the development of security training.</p>	<ul style="list-style-type: none"> • Legislative and legal system (Analyzing, 4) • Privacy, confidentiality, security principles, policies and procedures (Evaluating, 5) • Identity management (Evaluating, 5) • Health information laws, regulations, and standards (such as HIPAA, HITECH, Joint Commission, State laws) (Evaluating, 5) • Elements of compliance programs (Evaluating, 5) • Professional ethical issues (Evaluating, 5) • Legal Health Record, e-Discovery guidelines (Evaluating,5) • Information security training (Understanding, 2)
			<p>III.B.6. Resolve privacy issues/problems.</p>	<ul style="list-style-type: none"> • Legislative and legal system (Analyzing, 4) • Privacy, confidentiality, security principles, policies and procedures (Evaluating, 5) • Identity management (Evaluating, 5) • Health information laws, regulations, and standards (such as HIPAA, HITECH, Joint Commission, State laws) (Evaluating, 5) • Elements of compliance programs (Evaluating, 5) • Professional ethical issues (Evaluating, 5) • Legal Health Record, e-Discovery guidelines (Evaluating,5) • Information security training (Understanding, 2)

			<p>III.B.7. Apply and promote ethical standards of practice.</p>	<ul style="list-style-type: none"> • Legislative and legal system (Analyzing, 4) • Privacy, confidentiality, security principles, policies and procedures (Evaluating, 5) • Identity management (Evaluating, 5) • Health information laws, regulations, and standards (such as HIPAA, HITECH, Joint Commission, State laws) (Evaluating, 5) • Elements of compliance programs (Evaluating, 5) • Professional ethical issues (Evaluating, 5) • Legal Health Record, e-Discovery guidelines (Evaluating,5) • Information security training (Understanding, 2)
			<p>III.B.8. Define and maintain elements of the legal health record.</p>	<ul style="list-style-type: none"> • Legislative and legal system (Analyzing, 4) • Privacy, confidentiality, security principles, policies and procedures (Evaluating, 5) • Identity management (Evaluating, 5) • Health information laws, regulations, and standards (such as HIPAA, HITECH, Joint Commission, State laws) (Evaluating, 5) • Elements of compliance programs (Evaluating, 5) • Professional ethical issues (Evaluating, 5) • Legal Health Record, e-Discovery guidelines (Evaluating,5) • Information security training (Understanding, 2)
			<p>III.B.9. Establish and maintain e-Discovery guidelines.</p>	<ul style="list-style-type: none"> • Legislative and legal system (Analyzing, 4) • Privacy, confidentiality, security principles, policies and procedures (Evaluating, 5) • Identity management (Evaluating, 5) • Health information laws, regulations, and standards (such as HIPAA, HITECH, Joint Commission, State laws) (Evaluating, 5) • Elements of compliance programs (Evaluating, 5) • Professional ethical issues (Evaluating, 5) • Legal Health Record, e-Discovery guidelines (Evaluating,5) • Information security training (Understanding, 2)
	IV. Domain: Information Technology & Systems			Information and Communication Technologies
		IV.A. Subdomain: Information and Communication Technologies		

			<p>IV.A.1. Implement and manage use of technology, including hardware and software, to ensure data collection, storage, analysis, and reporting of information.</p>	<ul style="list-style-type: none"> • Computer concepts (hardware components, network systems architectures, operating systems and languages, and software packages and tools) (Analyzing, 4) • Communications technologies (networks - LANS, WANS, WLANS, VPNs) (Understanding, 2) • Data interchange standards (such as NIST, HL7, 5010, Reference Information Modeling (RIM)) (Analyzing, 4) • Internet technologies (Intranet, web-based systems, standards- SGML, XML) (Analyzing, 4) • Data, information, and file structures (data administration, data definitions, data dictionary, data modeling, data structures, data warehousing, database management systems) (Evaluating, 5) • System interoperability, data sharing, Health Information Exchanges (Evaluating, 5) • Nation-wide Health Information Infrastructure NHIN (Applying, 3)
			<p>IV.A.2. Contribute to the development of networks, including intranet and internet applications to facilitate the electronic health record (EHR), personal health record (PHR), public health, and other administrative applications.</p>	<ul style="list-style-type: none"> • Computer concepts (hardware components, network systems architectures, operating systems and languages, and software packages and tools) (Analyzing, 4) • Communications technologies (networks - LANS, WANS, WLANS, VPNs) (Understanding, 2) • Data interchange standards (such as NIST, HL7, 5010, Reference Information Modeling (RIM)) (Analyzing, 4) • Internet technologies (Intranet, web-based systems, standards- SGML, XML) (Analyzing, 4) • Data, information, and file structures (data administration, data definitions, data dictionary, data modeling, data structures, data warehousing, database management systems) (Evaluating, 5) • System interoperability, data sharing, Health Information Exchanges (Evaluating, 5) • Nation-wide Health Information Infrastructure NHIN (Applying, 3)

			<p>IV.A.3. Interpret the use of standards to achieve interoperability of healthcare information systems.</p>	<ul style="list-style-type: none"> • Computer concepts (hardware components, network systems architectures, operating systems and languages, and software packages and tools) (Analyzing, 4) • Communications technologies (networks - LANS,WANS, WLANS, VPNs) (Understanding, 2) • Data interchange standards (such as NIST, HL7, 5010, Reference Information Modeling (RIM)) (Analyzing, 4) • Internet technologies (Intranet, web-based systems, standards- SGML, XML) (Analyzing, 4) • Data, information, and file structures (data administration, data definitions, data dictionary, data modeling, data structures, data warehousing, database management systems) (Evaluating, 5) • System interoperability, data sharing, Health Information Exchanges (Evaluating, 5) • Nation-wide Health Information Infrastructure NHIN (Applying, 3)
		<p>IV.B. Subdomain: Data, Information, and File Structures</p>		<p>Information Systems</p>
			<p>IV.B.1. Apply knowledge of database architecture and design (such as data dictionary, data modeling, data warehousing)) to meet departmental needs.</p>	<ul style="list-style-type: none"> • Leading development of health information resources & systems (Analyzing, 4) • Database Architecture and Design (Evaluating, 5) • Human factors and user interface design (Applying, 3) • Systems Development Life Cycle (systems analysis, design, implementation, evaluation, and maintenance) (Evaluating, 5) • Clinical, business, and specialty systems applications (administrative, clinical decision support systems, electronic health record and computer based health record systems, nursing, ancillary service systems, patient numbering systems at master and enterprise levels) (Evaluating, 5) • Regional Health Information Exchange (RHIO RHIE?), Health Information Exchanges (HIE), Regional Health Extension Centers (RHEC) (Evaluating, 5) • Project management(Evaluating, 5)

			<p>IV.B.2. Monitor use of clinical vocabularies and terminologies used in the organization's health information systems.</p>	<ul style="list-style-type: none"> • Leading development of health information resources & systems (Analyzing, 4) • Database Architecture and Design (Evaluating, 5) • Human factors and user interface design (Applying, 3) • Systems Development Life Cycle (systems analysis, design, implementation, evaluation, and maintenance) (Evaluating, 5) • Clinical, business, and specialty systems applications (administrative, clinical decision support systems, electronic health record and computer based health record systems, nursing, ancillary service systems, patient numbering systems at master and enterprise levels) (Evaluating, 5) • Regional Health Information Exchange (RHIO RHIE?), Health Information Exchanges (HIE), Regional Health Extension Centers (RHEC) (Evaluating, 5) • Project management(Evaluating, 5)
			<p>IV.B.3. Manage clinical indices/databases/registries.</p>	<ul style="list-style-type: none"> • Leading development of health information resources & systems (Analyzing, 4) • Database Architecture and Design (Evaluating, 5) • Human factors and user interface design (Applying, 3) • Systems Development Life Cycle (systems analysis, design, implementation, evaluation, and maintenance) (Evaluating, 5) • Clinical, business, and specialty systems applications (administrative, clinical decision support systems, electronic health record and computer based health record systems, nursing, ancillary service systems, patient numbering systems at master and enterprise levels) (Evaluating, 5) • Regional Health Information Exchange (RHIO RHIE?), Health Information Exchanges (HIE), Regional Health Extension Centers (RHEC) (Evaluating, 5) • Project management(Evaluating, 5)

			<p>IV.B.4. Apply appropriate electronic or imaging technology for data/record storage.</p>	<ul style="list-style-type: none"> • Leading development of health information resources & systems (Analyzing, 4) • Database Architecture and Design (Evaluating, 5) • Human factors and user interface design (Applying, 3) • Systems Development Life Cycle (systems analysis, design, implementation, evaluation, and maintenance) (Evaluating, 5) • Clinical, business, and specialty systems applications (administrative, clinical decision support systems, electronic health record and computer based health record systems, nursing, ancillary service systems, patient numbering systems at master and enterprise levels) (Evaluating, 5) • Regional Health Information Exchange (RHIO RHIE?), Health Information Exchanges (HIE), Regional Health Extension Centers (RHEC) (Evaluating, 5) • Project management(Evaluating, 5)
			<p>IV.B.5. Apply knowledge of database querying and data mining techniques to facilitate information retrieval.</p>	<ul style="list-style-type: none"> • Leading development of health information resources & systems (Analyzing, 4) • Database Architecture and Design (Evaluating, 5) • Human factors and user interface design (Applying, 3) • Systems Development Life Cycle (systems analysis, design, implementation, evaluation, and maintenance) (Evaluating, 5) • Clinical, business, and specialty systems applications (administrative, clinical decision support systems, electronic health record and computer based health record systems, nursing, ancillary service systems, patient numbering systems at master and enterprise levels) (Evaluating, 5) • Regional Health Information Exchange (RHIO RHIE?), Health Information Exchanges (HIE), Regional Health Extension Centers (RHEC) (Evaluating, 5) • Project management(Evaluating, 5)

			<p>IV.B.6. Implement and manage knowledge based applications to meet end user information requirements.</p>	<ul style="list-style-type: none"> • Leading development of health information resources & systems (Analyzing, 4) • Database Architecture and Design (Evaluating, 5) • Human factors and user interface design (Applying, 3) • Systems Development Life Cycle (systems analysis, design, implementation, evaluation, and maintenance) (Evaluating, 5) • Clinical, business, and specialty systems applications (administrative, clinical decision support systems, electronic health record and computer based health record systems, nursing, ancillary service systems, patient numbering systems at master and enterprise levels) (Evaluating, 5) • Regional Health Information Exchange (RHIO RHIE?), Health Information Exchanges (HIE), Regional Health Extension Centers (RHEC) (Evaluating, 5) • Project management(Evaluating, 5)
			<p>IV.B.7. Design and generate administrative reports using appropriate software.</p>	<ul style="list-style-type: none"> • Leading development of health information resources & systems (Analyzing, 4) • Database Architecture and Design (Evaluating, 5) • Human factors and user interface design (Applying, 3) • Systems Development Life Cycle (systems analysis, design, implementation, evaluation, and maintenance) (Evaluating, 5) • Clinical, business, and specialty systems applications (administrative, clinical decision support systems, electronic health record and computer based health record systems, nursing, ancillary service systems, patient numbering systems at master and enterprise levels) (Evaluating, 5) • Regional Health Information Exchange (RHIO RHIE?), Health Information Exchanges (HIE), Regional Health Extension Centers (RHEC) (Evaluating, 5) • Project management(Evaluating, 5)

			<p>IV.B.8. Participate in system selection processes (RFI and RFP).</p>	<ul style="list-style-type: none"> • Leading development of health information resources & systems (Analyzing, 4) • Database Architecture and Design (Evaluating, 5) • Human factors and user interface design (Applying, 3) • Systems Development Life Cycle (systems analysis, design, implementation, evaluation, and maintenance) (Evaluating, 5) • Clinical, business, and specialty systems applications (administrative, clinical decision support systems, electronic health record and computer based health record systems, nursing, ancillary service systems, patient numbering systems at master and enterprise levels) (Evaluating, 5) • Regional Health Information Exchange (RHIO RHIE?), Health Information Exchanges (HIE), Regional Health Extension Centers (RHEC) (Evaluating, 5) • Project management(Evaluating, 5)
			<p>IV.B.9. Evaluate and recommend clinical, administrative, and specialty service applications (RFP venter selection, electronic record, clinical coding).</p>	<ul style="list-style-type: none"> • Leading development of health information resources & systems (Analyzing, 4) • Database Architecture and Design (Evaluating, 5) • Human factors and user interface design (Applying, 3) • Systems Development Life Cycle (systems analysis, design, implementation, evaluation, and maintenance) (Evaluating, 5) • Clinical, business, and specialty systems applications (administrative, clinical decision support systems, electronic health record and computer based health record systems, nursing, ancillary service systems, patient numbering systems at master and enterprise levels) (Evaluating, 5) • Regional Health Information Exchange (RHIO RHIE?), Health Information Exchanges (HIE), Regional Health Extension Centers (RHEC) (Evaluating, 5) • Project management(Evaluating, 5)

			IV.B.10. Apply appropriate systems to life cycle concepts, including systems analysis, design, implementation, evaluation, and maintenance to the selection of healthcare information systems.	<ul style="list-style-type: none"> • Leading development of health information resources & systems (Analyzing, 4) • Database Architecture and Design (Evaluating, 5) • Human factors and user interface design (Applying, 3) • Systems Development Life Cycle (systems analysis, design, implementation, evaluation, and maintenance) (Evaluating, 5) • Clinical, business, and specialty systems applications (administrative, clinical decision support systems, electronic health record and computer based health record systems, nursing, ancillary service systems, patient numbering systems at master and enterprise levels) (Evaluating, 5) • Regional Health Information Exchange (RHIO RHIE?), Health Information Exchanges (HIE), Regional Health Extension Centers (RHEC) (Evaluating, 5) • Project management(Evaluating, 5)
		IV.C. Subdomain: Data Security		Data Security
			IV.C.1. Protect electronic health information through confidentiality and security measures.	<ul style="list-style-type: none"> • Data security protection methods (such as authentication encryption, decryption, firewalls) (Analyzing, 4) • Data security (audits, controls, data recovery, e-security) (Evaluating, 5)
			IV.C.2. Protect data integrity and validity using software or hardware technology.	<ul style="list-style-type: none"> • Data security protection methods (such as authentication encryption, decryption, firewalls) (Analyzing, 4) • Data security (audits, controls, data recovery, e-security) (Evaluating, 5)
			IV.C.3. Implement and monitor department and organizational data and information system security policies.	<ul style="list-style-type: none"> • Data security protection methods (such as authentication encryption, decryption, firewalls) (Analyzing, 4) • Data security (audits, controls, data recovery, e-security) (Evaluating, 5)
			IV.C.4. Recommend elements that must be included in the design of audit trails and data quality monitoring programs.	<ul style="list-style-type: none"> • Data security protection methods (such as authentication encryption, decryption, firewalls) (Analyzing, 4) • Data security (audits, controls, data recovery, e-security) (Evaluating, 5)
			IV.C.5. Recommend elements that should be included in the design and implementation of risk assessment, contingency planning, and data recovery procedures.	<ul style="list-style-type: none"> • Data security protection methods (such as authentication encryption, decryption, firewalls) (Analyzing, 4) • Data security (audits, controls, data recovery, e-security) (Evaluating, 5)
	Bloom's Taxonomy: Revised			
	1 = Remembering: Can the student recall or remember the information?			

	2 = Understanding: Can the student explain ideas or concepts, and grasp the meaning of information?			
	3 = Applying: Can the student use the information in a new way?			
	4 = Analyzing: Can the student distinguish between the different parts, break down information, and infer to support conclusions?			
	5 = Evaluating: Can the student justify a stand or decision, or judge the value of?			