University of Scranton
College of Graduate/Continuing Education
Health Administration/Human Resources
Healthcare Information Technology Management
(HAD 523 2 Credit Hours)
Summer (I) 2018

Day: Wednesday
Time: 5:00pm to 9:00pm
Location: McGurrin Hall

Instructor: Joseph B. Fisne   **Office:** Not on Campus
Office Hours: After Class or by Appointment   **Phone:** (570) 840-3790
e-mail: Joseph.Fisne@scranton.edu

Health Care Information Technology Management

I.   Description

This course utilizes a systematic approach to study health care information technology/ Management (HIT/HIM).   Topics include HIT/HIM terminology, HIM Organization, HIM/HIT Corporate Strategy, HIM Planning Techniques, Systems Selection, Contract Negotiation, Project Management, Medical Informatics, Technology Trends and Issues.   **This course is required with HAD 519 prerequisite, or Permission of Instructor.**

II.   COURSE OBJECTIVES

During this course, students will

a. Obtain an understanding of the basic terminology Healthcare Information Management and Information Technology;

b. Understand various HIT computerized applications utilized throughout the continuum of care;

c. Identify the structure of the HIM organization and the critical roles and responsibilities within that organization;

d. Analyze the methods utilized to align a Healthcare Information Management Plan with the Corporate and Strategic Goals of a Healthcare Organization;

e. Discuss and understand the methods of developing a strategic plan, conducting a needs assessment, performing systems and vendor selection, aligning a project team and steps for implementation;

f. Evaluate techniques for contract negotiation;

g. Learn the principles of project management;

h. Obtain an understanding of Security and Confidentiality Issues, Healthcare Information Management trends and risks.

III. Course activities

We will utilize readings, discussions, group activities, student participation, case studies, experiential learning, exercises, guest speakers, videos, lectures, handouts, projects, student presentations, report writing, research, faculty scholarship and faculty service to enable you to achieve the course objectives. Other learning methods and activities may also be used.

IV. Required Reading

Health Care Information Systems – A practical approach for health care management, second edition, Karen a. Wager, Frances Wickham Lee, John P. Glaser, forward by Lawton Robert Burns: Josse-Basse.

Reading in relevant journals, web sites, and other sources that will be identified in class. (emphasis of journals and publications will include Healthcare Information and Management Systems Society (HIMSS), American College of Healthcare Executives (ACHE), and College of Healthcare Information Management Executives (CHIME).

V. Responsibilities and Grading

You are responsible for:

- Completing all reading assignments prior to schedule classes (except for the first class)
- Attending (on time) and meaningfully participating in class
- Completing all course assignments and activities as scheduled, or else contacting me well in advance if this is not possible so reasonable adjustments can be mutually arranged
- Understanding and upholding university policies and the academic code of honesty

Class preparation, attendance and participation help increase course learning, performance and grades. The more you attend, prepare, and participate, the more you will learn and retain. Class attendance is expected but not required. Please come to each class prepared to meaningfully participate in discussions, assignment and activities. You are encouraged to share your own experiences and opinions pertaining to each week's topics.

The syllabus provides much information about what is expected in the course. During this semester, I will provide further information about course expectations, assignments, and so forth, so that you can learn and do well in the course. Please contact me (by e-mail, phone, after class, office visit, etc.) If you have questions or concerns about course material, class activities, assignments, grades, or any aspects of this course. I will provide feedback to you during the semester about your performance in the course; if you desire further feedback please contact me. I will be available for individual help, and I welcome your input and feedback about course.

In order to receive appropriate accommodations, students with disabilities must register with the center for teaching and learning excellence and provide relevant documentation. Students should contact Mary Ellen Pichiarello (extension 4039) or Jim Muniz (extension 4218), fifth floor, Saint Thomas hall, for an appointment.

You will earn your course grade based on the following components of your final grade:
20% = Class Participation (e.g. class assignments, activities, news, discussions, etc.)
30% = Case Presentations
20% = Quizzes
30%= Written Report

Letter grades will be earned based on the following percentages:

100-95=A   94-92=A- 91-89=B+ 88-86=B 85-83=B- 82-80=C+ 79-74=C below 74=F

Case Studies Presentations:

The following are case studies or journals that will be assigned during the summer session. These studies are intended promote research and stimulate discussion by the class throughout the course. The class will be divided up into teams with the intent that the group will work together to summarize the reading, prepare a PowerPoint presentation and present this to the class the following week. Discussion and questions by the group will be required in order to stimulate discussion and thought in the field of healthcare informatics. This is also intended to simulate the teamwork environment which takes place regularly in healthcare information management. **This will constitute 30% of your grade.** Each member of the group will be required to lead the presentation for portion of the case study. There will several opportunities.

Case Studies will be found in Chapter 14 of the Wager Text. Other case studies may be supplied during the sessions.

Written Report

Each student will be required to research, write a paper as well as prepare a PowerPoint presentation regarding a specific and significant topic in the field of Healthcare Information Management/Informatics. The topic can be selected by the student, or I will suggest topics for you. The paper must be a minimum of ten pages in length also demonstrating that more than one source was utilized in the research. The written report will be worth 30% of the student's grade.

Quizzes

There will not be any final exam; however, there will be three quizzes to complete. The quiz material is based on the content of the required reading - Health Care Information Systems – A practical approach for health care management, second edition, Karen a. Wager, Frances Wickham Lee, John P. Glaser, forward by Lawton Robert Burns: Josse-Basse

VI. COURSE SCHEDULE

The Schedule has been planned to enable you to meet course objectives.   It may change, based on students' interests, guest speaker's schedules, and other factors that evolve during the semester. Changes will be discussed with the class as much in advance as possible.   Please inform me if you foresee any problems or concerns with the course schedule.

Class 1 – May 30

Student learning objectives

State and describe the purpose, methods, resources, expectations, and grading for this course. Provide an overview of the major environmental forces that shape the national health information system landscape and discuss in detail health care data and its uses.

Class content

- The National Health Information Technology Landscape
    - 1990's: The Call for HIT
    - 2000-2010: The Arrival of HIT
    - 2010-Present: Health Care Reform and Growth of HIT
    - Interoperability
- Health Care Data
    - Health care data and information defined
    - Health care data and Information sources
    - Health care data uses
    - Health care data quality

Class 2 - June 6

Student Learning Objectives

Understand and discuss various information systems in Healthcare Organizations
Understand the History and Evolution of Healthcare Information Systems, the electronic medical record how various applications fit together and how organizations overcome barriers to adoption of technology. Understand population health purpose and the IT requirements to manage populations.

Class Content

- Health Care Information Systems
    - Administrative v. clinical information systems
    - Brief history of health care information systems
    - Electronic (EHR) and personal (PHR) health records
    - EHR adoption rates

- o Value of EHR systems
- o Key issues related to EHR systems
- Information Systems to Support Population Health
  - Define Population Health
  - Payment models
  - ACO challenges
  - Accountable care core processes
  - Health IT capabilities
  - Patient portals
  - From the record to plan

Class 3 - June 13
Student Learning Objectives

Discuss and understand systems implementation and support processes and review steps necessary to support and maintain systems during its life cycle. Discuss and understand technologies that support health care information systems.

Class Content
- System Acquisition
  - o System development life cycle
  - o Project steering committee responsibilities
  - o Project management tools
  - o Things that can go wrong
  - o Information Technology Architecture
- System Implementation and Support
  - o Establishing and implementation team
  - o Activities of system implementation projects
  - o Managing change
  - o Organizational and behavioral factors
  - o System support and evaluation

Class 4 - June 20
Student Learning Objectives

Understand what value can be obtained from health care information systems and the approaches to achieving the value. Understand the appropriate structure and responsibilities of IT organization.

Class Content

- Assessing and Achieving Value in Health Care Information Systems
  - Definition of IT-enabled value
  - Differing objectives for projects
  - Scoring objectives
  - Reducing the budget
  - Common proposal problems
  - Ensuring the delivery of value
  - The IT value challenges
  - Digital maturity
- Organizing Information Technology Services
  - Health care information system
  - Administrative v. clinical information systems
  - Brief history of health care information systems
  - Electronic (EHR) and personal (PHR) health records
  - EHR adoption rates
  - Value of EHR systems
  - Key issues related to EHR systems

Class 5 – June 27

Student Learning Objectives

Evaluate and understand health care information system standards and the need for standards within the healthcare industry.   Discuss and understand security of healthcare information systems.

Class Content

- Organizing Information Technology Services
  - Privacy, confidentiality, and security
  - Legal protection
  - HIPAA
  - Privacy Rule
  - Security Rule
  - Breach Notification Rule
  - Threats
  - Cybersecurity
  - NIST
- Performance Standards and Measures

- Licensure, certification, and accreditation
- The Joint Commission
- National Committee for Quality Assurance (NCQA)
- Data sources for quality measures
- Comparative health care data sets
- Quality improvement
- Federal initiatives
- CMS initiatives
- Classification standards

Class 6 – July 11
Student Learning Objectives

Understand the new and emerging standards that govern health care data, transactions, and quality measures. Discuss the processes that an organization uses to develop and IT plan

Class Content
- Health Care Information Standards
    - Standards development process
    - Standards developing organizations (SDOs)
    - Organizations affecting health IT standards
    - Health IT standards
    - Vocabulary and terminology standards
    - Data exchange and messaging standards
    - Health record content and functional standards
- IT Alignment and Strategic Planning
    - Formulation and implementation
    - Vectors for developing IT strategy
    - The IT asset
    - A normative approach to developing alignment and IT strategy
    - IT strategy and alignment challenges
    - Alignment at maturity
    - Gartner's hype cycle

Class 7 – July 18
Student Learning Objectives

Provide an orientation to IT governance and Management and understand the competitive value of IT.

Class Content

- IT Governance and Management
  - IT governance
  - Characteristics, responsibilities, structures
  - IT budget
  - Management role in major IT initiatives
  - IT effectiveness
  - IT to improve an organization's competitive position

Class 8 – July 25

Student Learning Objectives

Discuss case studies that provide real world situations. The class will be split into groups to discuss, research, and present case studies.

Additional Topics to be incorporated into the Syllabus as time permits:

The intent will be for the student to obtain an understanding of the various Healthcare Information Management Systems, Trends and Technologies and how they are applied in the healthcare informatics environment.

- Health Information Exchanges
- The Electronic Medical Record (EMR)
- Personal Health Records (PHR)
- Genomics and Precision Medicine
- Clinical Analytics
- Big Data
- Internet of Things
- The use of Social Media in the Healthcare environment
- Legal Aspects of Information Technology
- Mobile and Wearable Technologies
- Bio Surveillance