

## Health Information Management Electronic Health Record Career Pathway Certificate

---

### Less-Than-One-Year Certificate of Completion

This pathway certificate is designed to provide the technical skills and basic knowledge for students interested in a professional setting for electronic health record career. This pathway is a hands-on, theory-based delivery for professionals in the health care industry. Students interested will understand software application and equipment operations, engage in insurance and billing process, complete patient charting, understand and comply with healthcare regulations and quality improvement measures and reporting. This certificate is for individuals seeking skills needed to work in physicians' offices, hospitals, veterinary offices, behavioral offices, etc.

### Program Learning Outcomes

Upon successful completion of this certificate, students will be able to:

- Manage day-to-day functions of EHR data.
- Manage backup of EHR data.
- Acquire external patient data.
- Maintain a provider database for the purpose of continuity of care.
- Audit charts to ensure compliance of proper charting.
- Maintain security of protected health information in compliance with HIPAA.

### Program Requirements

---

Number of credit hours necessary for completion: **12**

#### Technical Core

---

- [HIM 104 - Intro to Health Data and Content I](#) **2.00 credits**
  - [HIM 105 - Legal & Ethical Aspects of Healthcare](#) **3.00 credits**
  - [HIM 106 - Health Data Content & Structure II](#) **4.00 credits**
  - [MDA 101 - Medical Terminology I](#) **3.00 credits**
-



# **KLAMATH COMMUNITY COLLEGE**

## **Health Information Management Electronic Health Record Career Pathway Certificate**

### **Fall Term 2021**

#### **On Campus Courses**

CGS100.03	College Survival & Success	M, W, F	1:00 - 1:50
CAS133.02	Intro to Computing Skills Lecture	M, W	2:00 - 3:20
CAS133L.02	Intro to Computing Skills Lab	T, R	2:00 – 3:20
HIM105.01	Legal & Ethical Aspects of Healthcare	M, W, F	2:00 – 2:50

#### **Online Courses**

CGS100.01DE	College Survival & Success
CAS133.01DE	Intro to Computing Skills Lecture
CAS133L.01DE	Intro to Computing Skills Lab
HIM104.01DE	Intro to Health Data and Content I
MDA101.01DE	Medical Terminology I



# **KLAMATH COMMUNITY COLLEGE**

## **Health Information Management Electronic Health Record Career Pathway Certificate**

**Winter Term 2022**

### **On Campus Courses**

HIM106.01H      Health Data Content & Structure II      M, T, W, R      2:00 – 2:50

**(If you are not local and would like to take this course online arrangements can be made)**

### **Online Courses**

MDA101.01DE      Medical Terminology I



# **KLAMATH COMMUNITY COLLEGE**

## **Health Information Management Electronic Health Record Career Pathway Certificate**

**Spring Term 2022**

**Online Courses**

HIM105.01DE

Legal and Ethical Aspects of Health Care