



## Course Number and Title: HIM 231 Quality Assessment

**Campus Location:**

Wilmington

**Effective Date:**

2018-51

**Prerequisite:**

HIM 225

**Co-Requisites:**

None

**Course Credits and Hours:**

3.00 credits

3.00 lecture hours/week

0.00 lab hours/week

**Course Description:**

This course introduces the principles of quality assessment process and skills in collecting and analyzing data. It includes quality improvement, risk management, case management, and accreditation quality improvement standards.

**Required Text(s):**

Obtain current textbook information by viewing the [campus bookstore - https://www.dtcc.edu/bookstores](https://www.dtcc.edu/bookstores) online or visit a campus bookstore.

Check your course schedule for the course number and section.

**Additional Materials:**

Allied Health/Science Department Program Student Policy Manual Health Information Management Program Student Manual Instructor handouts

**Schedule Type:**

Classroom Course

**Disclaimer:**

None

**Core Course Performance Objectives (CCPOs):**

1. Analyze the documentation in the health record to ensure that it is timely, complete, and accurate, and that it supports the diagnosis, reflects the patient's progress, clinical findings, and discharge status. (CCC 2; PGC 1)
2. Analyze data to identify trends. (CCC 1, 2, 5, 6; PGC 2)
3. Employ primary and secondary data sources to answer questions and support internal and external requests for data. (CCC 2, 4; PGC 1, 2, 4)
4. Evaluate policies, procedures, and processes for improvement. (CCC 2, 4; PGC 5)

See Core Curriculum Competencies and Program Graduate Competencies at the end of the syllabus. CCPOs are linked to every competency they develop.

**Measurable Performance Objectives (MPOs):**

Upon completion of this course, the student will:

1. Analyze the documentation in the health record to ensure that it is timely, complete, and accurate, and that it supports the diagnosis, reflects the patient's progress, clinical findings, and discharge status.
  1. Collect and maintain health data.
  2. Apply policies and procedures to ensure the accuracy and integrity of health data.
  3. Participate in the data management plan.
  4. Audit health records for content, completeness, accuracy, and timeliness.
  5. Analyze health records for medical necessity.
2. Analyze data to identify trends.
  1. Prepare data for analysis.
  2. Use basic descriptive, institutional, and healthcare statistics.
  3. Analyze data to answer questions.
  4. Apply graphical tools for data presentations.
3. Employ primary and secondary data sources to answer questions and support internal and external requests for data.
  1. Distinguish between primary and secondary data sources.
  2. Validate the reliability and accuracy of secondary data sources.
  3. Use data for facility-wide outcome reporting for quality management and performance improvement.
  4. Explain common research methodologies and the use in healthcare.
  5. Apply industry standards and facility policies to determine physician credentials to practice in a facility.
4. Evaluate policies, procedures, and processes for improvement.
  1. Analyze policies, procedures, and processes to ensure compliance with regulations and standards.
  2. Collaborate with staff to prepare the organization for accreditation, licensing, and/or certification surveys.
  3. Use tools and techniques to monitor, report, and improve processes.
  4. Summarize project management methodologies.
  5. Identify cost-saving and efficient means of achieving work processes and goals.

**Evaluation Criteria/Policies:**

Students must demonstrate proficiency on all CCPOs at a minimal 75 percent level to successfully complete the course. The grade will be determined using the Delaware Tech grading system:

92	-	100	=	A
83	-	91	=	B
75	-	82	=	C
0	-	74	=	F

Students should refer to the [Student Handbook - https://www.dtcc.edu/handbook](https://www.dtcc.edu/handbook) for information on the Academic Standing Policy, the Academic Integrity Policy, Student Rights and Responsibilities, and other policies relevant to their academic progress.

**Core Curriculum Competencies (CCCs are the competencies every graduate will develop):**

1. Apply clear and effective communication skills.
2. Use critical thinking to solve problems.
3. Collaborate to achieve a common goal.
4. Demonstrate professional and ethical conduct.
5. Use information literacy for effective vocational and/or academic research.
6. Apply quantitative reasoning and/or scientific inquiry to solve practical problems.

**Program Graduate Competencies (PGCs are the competencies every graduate will develop specific to his or her major):**

1. Synthesize knowledge of medical sciences, clinical classification systems, vocabularies, and terminologies to effectively use, apply, and interpret health data.
2. Analyze data to identify trends through the use of health information technologies.
3. Apply legal, regulatory, privacy, and security standards to employ policies and procedures for health information collection, access, and disclosure.
4. Synthesize knowledge of health data and payment methodologies to evaluate the efficiency and effectiveness of revenue cycle processes.
5. Interpret regulatory, coding, legal, and clinical documentation standards to develop, implement, and evaluate compliance.
6. Consistently demonstrate leadership through the appropriate interpretation and evaluation of professional behaviors and ethical standards.

**Disabilities Support Statement:**

The College is committed to providing reasonable accommodations for students with disabilities. Students are encouraged to schedule an appointment with the campus Disabilities Support Counselor to request an accommodation needed due to a disability. A listing of campus Disabilities Support Counselors and contact information can be found at the [disabilities services - https://www.dtcc.edu/disabilitysupport](https://www.dtcc.edu/disabilitysupport) web page or visit the campus Advising Center.

