

HEALTH INFORMATION MANAGEMENT ACADEMIC MAP: DEGREE BS (120 CREDIT HOURS)

This degree map is a semester-by-semester sample course schedule for students majoring in **Health Information Management**. The milestones listed to the right of each semester are designed to keep a student on track to graduate in four years. The schedule serves as a general guideline to help build a full schedule each semester. Milestones are courses and special requirements necessary for timely progress to complete a major. When one or more milestones are missed, students should consult with an academic advisor to determine if another degree path would be more suitable.

Health Information Management (HIM) is a profession that focuses on the daily operation management of health information and electronic health records which are vital to providing quality patient care. The HIM program provides students with competencies and skills in healthcare data management, information policies, information systems, quality improvement, revenue cycle processes, administrative and clinical workflows. In addition to classroom, laboratory instruction, students are provided with hands on professional practice experience at various health care facilities.

Students who are interested in pursuing a baccalaureate degree in HIM must have a minimum of cumulative GPA of 2.5 on a 4.0 scale. After completion of all general education and other supporting courses, students must be interviewed and officially accepted into HIM program in order to take professional level courses which begin in the junior year. See the Curriculum Plan I at <http://www.tnstate.edu/him/curriculum.aspx>

Students are required to maintain a minimum cumulative grade point average of a 2.0. Students must earn a grade of a "C" or better in HIM courses, supporting Science, Business, Health Care Administration, English, and Mathematics courses. Failure to maintain a C in any of these courses will result in repeating the course the next semester the course is offered with an advisor's approval. For additional admission requirements and retention policy, refer to the current TSU Undergraduate Catalog at http://www.tnstate.edu/academic_affairs/documents/Undergraduate_Catalog.pdf

Tennessee State University recognizes that students have diverse learning, life, and professional experiences. The University provides opportunities for students to earn college credit toward the degree through a number of assessment options that evaluate their learning experiences. These paths are grouped under the category "Prior Learning Assessment" (PLA). Various means of earning PLA credit at TSU are the following: Advanced Placement Program, American Council of Education (ACE) Military Credit, College Level Exam Program (CLEP), DSST Credit by Examination Program (includes DANTES Examination), Institutional Course Challenge Exams (Departmental Exams), International Baccalaureate Credit, Other Military Service, Portfolio Assessment. To learn more about PLA contact your academic advisor or the Office of Student Support Services for Adult and Distance Learners at (615) 963-7001 or adultstudentsupport@tnstate.edu.

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Department Web Address: <http://www.tnstate.edu/him/>

Fall Schedule		Milestones
Semester 1	Hrs.	Semester 1
UNIV 1000*	1	
ENGL 1010	3	Pre-Requisite Course: Must be taken before ENGL 1020, and HIST 2010, HIST 2020, HIST 2030, HIST 2060, HIST 2070, or HIST 2700; Minimum grade "C" Required
MATH 1110	3	Pre-Requisite Course: Must be taken before ACCT 2010, ECON 2010, HIMA 2250; Minimum grade of "C" Required; may substitute MATH 1120 or 1710
BIOL 2210/2210 w/lab	4/0	Pre-Requisite Course: Must be taken before HIMA 1040, HIMA 2020, HIMA 2100, HIMA 2350, HIMA 2400, HIMA 3020; Minimum grade of "C" required, no substitution allowed.
BISI 2150	3	Pre-Requisite Course: Must be taken before HIMA 2020; Minimum grade of "C" Required
Total Hours	14	

*An Orientation course taken at another University does **NOT** meet this requirement. Students with less than 60 credit hours must take UNIV 1000 at TSU.

Spring Schedule		Milestones
Semester 2	Hrs.	Semester 2
ENGL 1020	3	Pre-Requisite Course: Must be taken before taking HIST 2010, HIST 2020, HIST 2030, HIST 2060, HIST 2070, or HIST 2700; Minimum grade "C" Required
HUM / FINE ARTS*	3	
BIOL 2220 /2221 w/lab	4/0	Pre-Requisite Course: Must be taken before HIMA 2020, HIMA 2100, HIMA 2350, HIMA 2400, HIMA 3020; Minimum grade of "C" Required; No substitution allowed.
ACCT 2010	3	Minimum grade of "C" Required
HIMA 1010	1	Pre-Requisite Course: Must be taken before HIMA 2020, HIMA 2100, HIMA 2200, HIMA 2300, HIMA 2350, HIMA 2400, HIMA 3030; Minimum grade of "C" Required
Total Hours	14	

*Humanities – Student must take 3 credit hours from the following list: ART 1010, THTR 1020, MUSC 1010,, HIST 1000 or RELS 2010.

Fall Schedule		Milestones
Semester 3	Hrs.	Semester 3
COMM 2200	3	Minimum grade of "C" Required
HIST 2010*	3	Minimum grade of "C" Required
SOCI 3000	3	Minimum grade of "C" Required, and may be substituted with another Statistics 3000 - 4000 level course
HIMA 1040	3	Pre-Requisite Course: Must be taken before HIMA 2020, HIMA 2100, HIMA 2350, HIMA 2400, HIMA 3030; Minimum grade of "C" Required
PHIL 1030	3	Minimum grade of "C" Required
Total Hours	15	

*The Department recommends HIST 2010; however, HIST 2030, HIST 2060, HIST 2070 or HIST 2700 satisfy this requirement.

Spring Schedule		Milestones
Semester 4	Hrs.	Semester 4
		Contact department head and apply for admission to upper division courses; interview required.
SOC /BEHAV. SCIENCE*	3	Minimum grade of "C" Required
BISI 3230	3	Minimum grade of "C" Required
HIST 2020**	3	Minimum grade of "C" Required
ENGL LITERATURE***	3	Minimum grade of "C" Required
ECON 2010	3	Minimum grade of "C" Required
Total Hours	15	All Semester 4 courses must be complete before enrolling in Semester 5.

*Student must take 3 credit hours from the following list: PSYC 2010 or SOCI 2010.

**The Department recommends HIST 2020; however, HIST 2030, HIST 2060, HIST 2070 or HIST 2700 satisfy this requirement.

Students must remember not to duplicate course option from a previous semester.

***ENGL 2012-2322 will meet this requirement; must have 3 credit hours in this discipline.

Fall Schedule		Milestones
Semester 5*	Hrs.	Semester 5
		Pre-Requisite: Students must be admitted to the professional coursework at junior level. In addition, all courses from semesters 1 through 4 must be complete before enrolling in Semester 5.
MGMT 3010	3	Pre-Requisite Course: Must be taken before HIMA 4400
HIMA 2020	3	Pre-Requisite Course: Must be taken before HIMA 2300, HIMA 3030, HIMA 3010; Minimum grade of "C" Required
HIMA 2100	3	Pre-Requisite Course: Must be taken before HIMA 2300, HIMA 2350, HIMA 2400, HIMA 3030, HIMA 3020; Co-Requisite Course: Must be taken with HIMA 2100/2200/2250; Minimum grade of "C" Required
HIMA 2200	2	Pre-Requisite Course: Must be taken before HIMA 2300, HIMA 3030; Minimum grade of "C" Required
HIMA 2250	2	Pre-Requisite Course: Must be taken before HIMA 2300, HIMA 3030; Minimum grade of "C" Required
CHEM 2500	3	Pre-Requisite Course: Must be taken before HIMA 3020; Minimum grade of "C" Required
Total Hours	16	All Semester 5 courses must be complete before enrolling in Semester 6.

Spring Schedule		Milestones
Semester 6	Hrs.	Semester 6
MGMT 4030	3	Pre-Requisite Course: Must be taken before HIMA 4400; Minimum grade of "C" Required
HIMA 2300	3	Pre-Requisite Course: Must be taken before HIMA 3010; Co-Requisite Course: Must be taken with HIMA 2350/2400; Minimum grade of "C" Required
HIMA 2350	3	Pre-Requisite Course: Must be taken before HIMA 3010, HIMA 3020; Minimum grade of "C" Required
HIMA 2400	3	Pre-Requisite Course: Must be taken before HIMA 3010, HIMA 3020; Minimum grade of "C" Required
HIMA 3030	3	Minimum grade of "C" Required
Total Hours	15	All Semester 6 courses must be complete before enrolling in Summer Semester 7A.

Summer Schedule		Milestones
Semester 7A	Hrs.	Semester 7A
HIMA 2704	3	Minimum grade of "C" Required
Total Hours**	3	Summer Semester 7-A course must be complete before enrolling in Semester 7-B.

Fall Schedule		Milestones
Semester 7B	Hrs.	Semester 7B
HIMA 3010	2	Minimum grade of "C" Required
HIMA 3020	3	Minimum grade of "C" Required
HIMA 3300	2	Minimum grade of "C" Required
HIMA 4000	3	Minimum grade of "C" Required
HIMA 4400	3	Minimum grade of "C" Required
HCAP 4500	3	Requires department head approval; Minimum grade of "C" Required
Total Hours	16	All Senior HIM students must review degree requirements with the HIM Faculty/ Advisor at least one semester prior to the semester in which graduation is anticipated; All Semester 7-B courses must be complete before enrolling in Semester 8

Spring Schedule		Milestones
Semester 8	Hrs.	Semester 8
		Take Senior Exit Exam and apply for graduation
		Pre-Requisite: Completion of all HIMA, MGMT, BIOL, HLSC and HCAP courses with a minimum of C or better, have an overall minimum grade point average of C or better, and senior standing in the HIMA program.
HIMA 4424	6	Minimum grade of "C" Required
HIMA 4430	3	Co-Requisite Course: Must be taken with HIMA 4424; Minimum grade of "C" Required
HCAP 4900	3	Minimum grade of "C" required
Total Hours	12	

Employment Information: Graduates who satisfactorily complete all required 120 credit hours for a Bachelor of Science degree are eligible to take the National Certification Examination for the Registered Health Information Administrators credential. Graduates are strongly encouraged to obtain RHIA credential so they can be recognized as a leader in Health Information Management by employers and other healthcare professionals.

Representative Job Titles Related to this Major: HIM department Director, HIM System Manager, Data Quality Manager, Information Security/Privacy Officer, Educator, Consultant, Health Data Analyst, Quality Improvement Analyst, Physician Office Manager, and Claims and Reimbursement Coordinator.

Representative Employers: Graduates work in a variety of different settings such as Acute care hospitals, outpatient clinics, managed-care organizations, consulting firms, accounting firms, medical group practices, hospice and home healthcare agencies, long-term care facilities, correctional facilities, pharmaceutical companies, rehabilitation facilities, behavioral healthcare organizations, healthcare research facilities, insurance companies, law firms, state and federal healthcare agencies

International study is available for all TSU students and may include opportunities for internships or taking course work towards various minors. International study may have an impact on the academic map; therefore, it is important to consult with the academic advisor for this major before participating in an international Program opportunity. Students interested in study abroad opportunities should contact the Office of International Programs and consult with their academic advisor.

Launch My Career Tennessee

To better assist you in making decisions about the career for which you are preparing, a link to the website, *Launch My Career Tennessee!* has been provided for you to explore. The tools on the site will give you a wealth of information concerning your degree choice and possible career pathways. For example, the site will allow you to determine the return on the investment you are making in your education by estimating expected earnings over the course of your career. Begin charting your course by clicking on the link below.

<http://launchmycareertn.org/>

This map is not intended to be a contract; either expressed or implied, between the University and the students, but represents a flexible program of the current curriculum which may be altered from time to time to carry out the academic objectives of the University. TSU specifically reserves the right to change, delete or add to any MAP at any time within the student's period of study at the University.