

## **Computer Applications in Health Care AH 287**

**Credits:** 2 credits

**Course Description:** This course is designed to be a practical, hands-on introduction for students to the electronic health record (EHR). Students will learn to become proficient in the EHR software before they encounter it in their workplace. The student will gain a thorough knowledge of both the terminology of the EHR systems and the practical uses of similar systems in a healthcare setting.

**Pre-/Co-requisites:** AH 171 – Medical Terminology

**Instructor Information:**

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**Course Objectives:**

- The student will learn procedures for storing and retrieving patient health records and chart notes.
- The student will learn the processes for transferring and importing documents to electronic formats.
- The student will utilize a software application for creating patient health information records.
- The student will learn how to read and interpret health information records.
- The student will learn key terms and abbreviations relative to health information technology.
- The student will learn how to enter patient demographics.
- The student will learn topics such as problem lists, assessments, prescription/medication management, exam notes, transcription, coding, and diagnostic/laboratory orders and results.

**Textbook/Materials:** Electronic Health Records; Understanding and Using Computerized Medical Records, 2<sup>nd</sup> Edition; ISBN-13: 978-0-13-257784-7

**Course Requirements:**

- The student is expected to read the assigned reading material and complete assignments.
- The student will be expected to participate in any class discussions related to the electronic health record.

- The student will be required to complete all assignments, chapter quizzes, and final exam. If prior arrangements have not been made, late assignments are worth half credit.
- Exams are to be closed book, closed notes, and closed neighbors. Make-up exams are not allowed unless prior arrangements have been made in advance with the instructor. Once the due date has passed, the exam cannot be made up.
- A letter grade will be awarded upon the completion of the course.

**Grading Scale:** There are a total of 400 points for this course. There are several assignments and forum discussion throughout the course.

384 to 400 points / 94% to 100% = A

352 to 383 points / 88% to 93% = B

328 to 351 points/82% to 87% = C

306 to 327 points/76% to 81% = D

305 points and below/75% and below = FAIL

### **Tentative Course Outline**

Introduction and Syllabus

Chapter 1: Electronic Health Records – An Overview

Chapter 2: Functional EHR Systems

Chapter 3: Learning Medical Record Software

Chapter 4: Increased Familiarity with the Software

Chapter 5: Data Entry at the Point of Care

Chapter 6: Understanding Electronic Orders

Chapter 7: Problems Lists, Results Management, and Trending

Chapter 8: Data Entry Using Flow Sheets and Anatomical Drawings

Chapter 9: Using the EHR to Improve Patient Health

Chapter 10: Privacy and Security of Health Records

Chapter 11: Using the Internet to Expedite Patient Care

Chapter 12: EHR Coding and Reimbursement

FINAL

### **General Education Goals/Objectives:**

- Critical thinking in the completion of EHR assignments (Gen Ed #2)
- Knowledge and application of EHR technology (Gen Ed #3)

**Relationship to Campus Theme:** The student will learn up-to-date technology as it applies to the electronic health record in the healthcare setting. These assignments will require problem solving, application of previous course materials, and interaction with other students.

**Classroom Policies:** Attendance in the course, completion of assignments and quizzes, and respect for the instructor and other students. Cell phones must be turned off or set to vibrate during class.

**Academic Integrity:** All students are expected to adhere to the highest standards of academic integrity and honesty. Dishonesty in the classroom assignments, quizzes, and exams is a serious offense and is subject to disciplinary action by the instructor and college administration. For more information, refer to the Student Handbook.

**Disabilities and Special Needs:** Students who have a disability for which they need accommodations are encouraged to contact their instructor and the Learning Center (228-5479 or 1-888-918-5623) to request disability support services as early as possible during the beginning of the semester.