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Washtenaw Community College Comprehensive Report

MBC 185 Medical Computer Skills and Electronic Health Records
Effective Term: Fall 2016

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Course Cover

Division: Health Sciences
Department: Health Science
Discipline: Medical Billing and Coding
Course Number: 185
Org Number: 15900
Full Course Title: Medical Computer Skills and Electronic Health Records
Transcript Title: Med Comp Skills/Elec Hlth Rec
Is Consultation with other department(s) required: No
Publish in the Following: College Catalog , Time Schedule , Web Page
Reason for Submission: Course Change
Change Information:
    Consultation with all departments affected by this course is required.
    Course discipline code & number
    Course description
Rationale: Change in discipline: HIT became MBC effective Fall 2016. BOS 185 became HIT 185 and MBC 185 effective Fall 2016.
Proposed Start Semester: Fall 2016
Course Description: In this course, students will explore the ways in which modern computer technology such as electronic health records (EHRs), personal health records (PHRs), and health information management systems are being used to improve patient care and efficiencies. Students will learn strategies for the conversion of paper documents from legacy medical office systems to EHRs. Students will also gain hands-on practical experience in the use of an EHR system. Laws and ethical issues affecting the privacy of patient information will be examined. Best practices in the handling of healthcare and patient data will be discussed. This course was previously BOS 185.

Course Credit Hours

Variable hours: No
Credits: 3
Lecture Hours: Instructor: 45 **Student:** 45
Lab: Instructor: 0 **Student:** 0
Clinical: Instructor: 0 **Student:** 0

Total Contact Hours: Instructor: 45 **Student:** 45
Repeatable for Credit: NO
Grading Methods: Letter Grades
Audit
Are lectures, labs, or clinicals offered as separate sections?: NO (same sections)

College-Level Reading and Writing

College-level Reading & Writing

College-Level Math

No Level Required

Requisites

General Education

General Education Area 7 - Computer and Information Literacy
  Assoc in Arts - Comp Lit
  Assoc in Applied Sci - Comp Lit
  Assoc in Science - Comp Lit

Request Course Transfer
  Proposed For:

Student Learning Outcomes

1. Describe the process involved for the transition from paper-based medical records systems to Electronic Health Records (EHRs).
   Assessment 1
      Assessment Tool: Departmental Test
      Assessment Date: Fall 2015
      Assessment Cycle: Every Three Years
      Course section(s)/other population: All Sections
      Number students to be assessed: All Students
      How the assessment will be scored: Objective portions of the test will be scored using an answer key. Essay questions will be scored using a departmentally-developed rubric.
      Standard of success to be used for this assessment: 80% of the students will score 75% or better on the exam.
      Who will score and analyze the data: Program Director/Faculty

2. Identify laws regarding the accessibility and security of patient and healthcare data within EHR systems.
   Assessment 1
      Assessment Tool: Departmental Test
      Assessment Date: Fall 2015
      Assessment Cycle: Every Three Years
      Course section(s)/other population: All Sections
      Number students to be assessed: All Students
      How the assessment will be scored: Objective portions of the test will be scored using an answer key. Essay questions will be scored using a departmentally-developed rubric.
      Standard of success to be used for this assessment: 80% of the students will score 75% or better on the exam.
      Who will score and analyze the data: Program Director/Faculty

3. Create and log a patient visit from start to finish (from making an appointment to posting the payment) in an EHR system.
   Assessment 1
      Assessment Tool: Skills Summary Sheet
      Assessment Date: Fall 2015
      Assessment Cycle: Every Three Years
      Course section(s)/other population: All Sections
      Number students to be assessed: All Students
      How the assessment will be scored: Each skill performed will be evaluated and logged by the completion of the task.
      Standard of success to be used for this assessment: 80% of students will successfully pass 100% of the skills checked off in class.
      Who will score and analyze the data: Program Director/Faculty

4. Demonstrate the ability to access specific data when requested in the electronic record.
   Assessment 1
      Assessment Tool: Skills Summary Sheet
      Assessment Date: Fall 2015

Assessment Cycle: Every Three Years
Course section(s)/other population: All Sections
Number students to be assessed: All Students
How the assessment will be scored: Each skill performed will be evaluated and logged by the completion of the task.
Standard of success to be used for this assessment: 80% of students will successfully pass 100% of the skills checked off in class.
Who will score and analyze the data: Program Director/Faculty

5. Identify key data elements, quality issues, and the associated vocabulary.

Assessment 1

Assessment Tool: Departmental Test
Assessment Date: Fall 2015
Assessment Cycle: Every Three Years
Course section(s)/other population: All Sections
Number students to be assessed: All Students
How the assessment will be scored: Objective portions of the test will be scored using an answer key. Essay questions will be scored using a departmentally-developed rubric.
Standard of success to be used for this assessment: 80% of the students will score 75% or better on the exam.
Who will score and analyze the data: Program Director/Faculty

Course Objectives

1. Examine various types of EHR systems for recording, sharing and storing patient and healthcare information.
2. List the advantages and disadvantages of Electronic Health Records.
3. Discuss the importance of written policies regarding access to information among users in a medical setting.
4. Identify strategies for implementing EHR systems in medical office settings to avoid the disruption of workflow.
5. List security vulnerabilities of Electronic Health Records.
6. Identify and demonstrate best practices in the handling of patient data and EHRs.
7. Describe the impact of the HIPAA security rule, and other rules and regulations regarding the handling of patient records.
8. Demonstrate the input of patient data, and all other elements of the visit into the EHR system.
9. Perform searches of patient records for the history of diagnoses and clinical care.
10. Explain the difference between Electronic Health Records (EHR) and Electronic Medical Records (EMR).
11. Explain the eligibility requirements for entering data using Computerized Provider Order Entry systems(CPOE) for the purpose of measuring meaningful use.

New Resources for Course

Course Textbooks/Resources

Textbooks
Manuals
Periodicals
Software

Equipment/Facilities

Level III classroom

Reviewer	Action	Date
Faculty Preparer:		
Michele O'Neil	*Faculty Preparer*	*Mar 29, 2016*
Department Chair/Area Director:		

Dean:

Curriculum Committee Chair:

Assessment Committee Chair:

Vice President for Instruction: