

# Health Information Management

## PROGRAM OVERVIEW

September 2010

This two-year diploma program is designed to provide graduates with the skills and knowledge required to collect, secure, and maintain patient information used for decision making in healthcare.

Health Information Management professionals provide support to the delivery and evaluation of patient care, administrative decision-making, education of physicians and other healthcare professionals. Health information management is a vital component of the healthcare delivery system.

## LEARNING OBJECTIVES

Following successful completion of this program, the student will be able to:

- Use principles from biomedical science, health information management, social sciences, and technology courses to design, develop, and maintain patient information systems;
- Understand the financial and administrative structure of the Canadian healthcare system and its legal dimensions;
- Assess, plan, organize, implement, control and evaluate patient information systems;
- Apply skills in classification of health and wellness data;
- Retrieve, analyze and display data for a variety of purposes, including patient care evaluation, research and planning;
- Provide advice on matters of privacy and confidentiality of patient information;
- Educate healthcare professionals on requirements and use of patient information systems;
- Communicate effectively with members of the healthcare team;
- Demonstrate competence in the application of knowledge and skills in the work environment;
- Adapt to change and promote improvements in health information management standards;
- Assume responsibility for continuing individual professional development.

## CLINICAL PLACEMENT

Classroom instruction is augmented by clinical experience. Students will gain practical experience in a clinical setting such as a health care facility/agency. Students are responsible for transportation to and from clinical sites. They may be required to work shifts and occasional weekends. Students are also responsible for all costs related to the clinical placement.

## OTHER CONSIDERATIONS

This program is accredited by the Canadian Health Information Management Association. Upon successful completion of this program, graduates must challenge the Canadian Health Information Management Association (CHIMA) national certification examination and become a certified active member of CHIMA ([www.echima.ca](http://www.echima.ca)).

Credits from the two-year program may be transferable towards a university degree in a related field.

## HEALTH INFORMATION MANAGEMENT

### PROGRAM OF STUDIES

- Health Information Management Theory I-IV
- Coding Classification Theory
- Fundamentals of Coding and Abstracting
- Advanced Coding and Abstracting
- Anatomy & Physiology I & II
- Pathophysiology I & II
- Medical Terminology I & II
- Pharmacology I & II
- Utilization Management
- Health Care Law
- Health Systems Data Analysis
- Epidemiology
- Health Information Management Placements
- Quantitative Methods
- Biostatistics
- Research Design and Methodology
- MEDITECH Network System
- Spreadsheet Applications
- Database Management
- Employment Strategies
- Presentation Skills
- Fundamental Math
- College English
- Introduction to Computers
- Occupational Health and Safety, WHMIS, & Workplace Standard First Aid

### ADMISSION REQUIREMENTS

Persons seeking admission to this program will have successfully completed:

- High school diploma, Adult High School Diploma or GED of High School Equivalency;
- English 122 or Senior Academic English with a minimum mark of 70%;
- Math 112 Geometry and Application, and Functions and Relations (Math 112 prior to 2002);
- One science course from the following list:
  - Biology 112, 122, or 120 (Biology 102 prior to 1996);
  - Chemistry 112, or 122;
  - Physics 112, or 122

The applicant will be asked to participate in an interview with the Selection Committee.

Accepted candidates must submit at their own expense, the results of a criminal check through the Canadian Police Information Centre and proof of satisfactory physical examination and immunization on a New Brunswick Community College medical form.

### PROGRAM FEES

- Tuition: \$9,200/year
- Text Books: \$1,200/year (approximately)
- Mandatory Technology Fee: \$ 300/year
- Optional Notebook Lease Fee: \$ 500/year
- SRC fee: \$ 60/year

**Confirmation Fee:** A \$1,000 non-refundable confirmation fee, which is applied towards the tuition, is required upon final acceptance.

### FOR MORE INFORMATION OR TO APPLY, PLEASE CONTACT:

Aniko Sloane

Email: Aniko.Sloane@gnb.ca; Phone: 506-856-2245

# Health Information Management



## APPLICATION FORM

### Personal Information

Surname: \_\_\_\_\_ First Name: \_\_\_\_\_ Previous Surname: \_\_\_\_\_  
(if applicable)

Mailing Address: \_\_\_\_\_  
(Street/ Rural Route No./ Box no.) (City/ Town)

(County) (Province) (Postal Code) Telephone (home) (other)

SIN: \_\_\_ / \_\_\_ / \_\_\_

Medicare Number: (NB): \_ / \_\_\_ / \_\_\_

Gender: Male  Female

Mother Tongue: English  French  Other

Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(year) (month) (day)

Email address: \_\_\_\_\_

Canadian Citizen  Landed Immigrant  Student Visa  Other  Specify \_\_\_\_\_

### Education

Name / Location	Current Level Attending	Last Level Completed	Year	Office Use Only
High School				
College				
University				
Other				

### Work Experience

For some programs, your work experience may be considered in the assessment of your application. Please attach a resume and, if you wish, a letter of reference along with your application.

### Instructions

1. Please print clearly.
2. Fax (506-856-2049) or mail your completed application to: New Brunswick Community College  
1234 Mountain Road, Moncton, NB E1C 8H9 Attention: Student Services
3. Attach or forward your transcript from high school, college and university if applicable.
4. Call: 506-856-2220 (toll free: 1-888-664-1477) for more information.

### Program Fees

Tuition \$9200 per year  
Mandatory Technology Fee: \$300 per year (Optional Notebook Lease: \$500 per year)  
**Student Council: \$75 per year**

When your application has been evaluated and you are accepted to the program, a non-refundable deposit of \$1,000 will be required to confirm your seat. The deposit will be applied against your tuition. (NBCC Moncton reserves the right to cancel a program if minimum enrollment is not reached, at which time fees will be refunded).

### PLEASE RETURN APPLICATION TO:

New Brunswick Community College  
1234 Mountain Road  
Moncton, NB E1C 8H9  
Attention: Student Services

