



## **Healthcare Information Technology**

Course #: PADM 611

Credits: 3

Syllabus Version: v081918

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Office Hours: Tuesdays, 4-6 PM and by appointment

Term: Fall 2018

Class: Thursdays, 7-9:30 PM

### **Course Description**

*“What gets measured, gets managed”*

-Peter Drucker

This course introduces key concepts and issues surrounding the adoption and use of information systems within health care organizations. The technical aspects of information gathering within organizations will be discussed within the context of how management uses information to execute various health quality, clinical, and strategic systems. Current issues surrounding the gathering, storage, and usage of health information will be discussed.

The success of this course relies heavily upon how engaged participants are in the various components of the course. The role of the instructor is to facilitate and guide learning through class discussions, activities, and feedback. The course favors an active role for participants over the more passive role taken in a lecture-oriented format. Be prepared to engage the course material and each other to draw on assigned readings and your experiences working and interacting with healthcare organizations. We will work from the premise that all participants bring important knowledge, skills, experiences and insights to the course that we can draw upon to create a successful collaborative learning experience.

## Course Objectives and Competencies

1. Explain how billing and clinical care systems interface with health care organizations.
2. De-construct the various components of health information technology systems.
3. Analyze the organization and implementation of information technology within health care organizations with a population health orientation.
4. Demonstrate the ability to create HIT-based dashboards for improved administrative decision-making.
5. Operate as productive members of management teams.
6. Assess individual task performance and recommend ways to improve individual task performance.
7. Organize management information evidence to communicate to other health care professionals.
8. Conduct workflow analyses to better predict how IT implementations may disrupt existing workflows.

## Course Materials

Wager, K. A., Lee, F. W. and Glaser, J. P. (2017). *Health Care Information Systems: A Practical Approach for Health Care Management, 4th Edition*. San Francisco: Jossey-Bass Publishers. ISBN: 978-1-119-33718-8

## Course Expectations

### *Participation & Attendance*

The majority of knowledge-transfer will occur between 7-9:30 PM on Thursdays. To accomplish this, students obviously must be both physically and mentally present. There is no 'participation grade' per se, however it will be nearly impossible to receive a satisfactory grade should one miss more than one class. Should you need to miss a class, please email the instructor prior to your absence. It will then be up to you to acquire notes from a classmate or meet with the instructor for content clarification. This course's assignments and exams will be the easiest for those who participate in class discussion (that is, ask questions and make meaningful contributions to class dialogue), take concise notes, and complete the readings.

### *Take-home Assignments*

The take-home assignments serve as an opportunity to demonstrate your knowledge and application of the content covered in class. Combined, the three take-home assignments will account for 37.5 percent of your total grade. Essays are due at 7 PM on the date noted on the course schedule below. All assignments should be turned in via UNM Learn.

### *State-of-the-Art Presentations*

The presentation assignments serve as an opportunity to learn and share with your classmates about a leading healthcare organization, executive leader, or best practice. During the first week of class, each student will be assigned to an article provided by the instructor. Presentations cannot exceed 10 minutes. A timer will note the end of your presentation and you will only be graded on the material that is presented. Copies of the presentation must be emailed to the entire class prior to the presentation. Your presentation will account for 25 percent of your total grade. Students can expect a minimum of one exam question to be generated from each presentation.

### *Exams*

One midterm and one final exam will be administered. The exams will consist of multiple choice, true/false, and short answer questions. Combined, the two exams will account for 37.5 percent of your total grade.

### **Final Grade Composition**

Take-home assignments:	37.5 points (12.5 points per assignment)
Exams:	37.5 points (18.75 points per exam)
State-of-the-art presentation:	25.0 points
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	100 Total Points

### **Grading Scale**

A+: 99 – 100%  
A: 93 – 98%  
A-: 90 – 92%  
B+: 87 – 89%  
B: 83 – 86%  
B-: 80 – 82%  
C+: 75 – 79%  
C: 70 – 74%  
C-: 65 – 69%  
Fail: Below 65%

### **Attendance Policy**

Regular attendance is required. UNM Pathfinder policies apply, which in part means instructor drops based on non-attendance are possible.

### **Accommodation Statement**

In accordance with University Policy 2310 and the Americans with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. It is imperative that you take the initiative to bring such needs to the instructor's attention, as he/she are not legally permitted to inquire. Students who may require assistance in emergency evacuations should contact

the instructor as to the most appropriate procedures to follow. Contact Accessibility Resource Center at 277-3506 for additional information.”

### **Academic Integrity**

Each student is expected to maintain the highest standards of honesty and integrity in academic and professional matters. The University reserves the right to take disciplinary action, up to and including dismissal, against any student who is found guilty of academic dishonesty or otherwise fails to meet the standards. Any student judged to have engaged in academic dishonesty in course work may receive a reduced or failing grade for the work in question and/or for the course. Academic dishonesty includes, but is not limited to, dishonesty in quizzes, tests, or assignments; claiming credit for work not done or done by others; hindering the academic work of other students; misrepresenting academic or professional qualifications within or without the University; and nondisclosure or misrepresentation in filling out applications or other University records.

### **Title IX**

In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered “responsible employees” by the Department of Education (see pg 15 - <http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf>). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity ([oeo.unm.edu](http://oeo.unm.edu)). For more information on the campus policy regarding sexual misconduct, see: <https://policy.unm.edu/university-policies/2000/2740.html>

### **Library and Tutorial Services**

UNM-Main campus provides many library services and some tutorial services for distance students. For library services, go to <http://www.unm.edu/libraries/> to link to a specific library or to contact a librarian. For tutorial services, go to <http://caps.unm.edu/online> to explore UNM’s online services.

## Schedule\*

Week	Date	Module	Topic	Reading	Assignment Due
Week 1	23-Aug	HIT Defintions, History, and Policies	Introduction to HIT	Wager Ch 1	
Week 2	30-Aug	No Class			
Week 3	6-Sep	HIT Defintions, History, and Policies	Garbage In, Garbage Out	Wager Ch 2	
Week 4	13-Sep	HIT Defintions, History, and Policies	Bring Coffee: HC Data Regulations, Laws, and Standards	Wager Ch 9-10	
Week 5	20-Sep	HIT Defintions, History, and Policies	Policy and HIT	Wager Ch 3	
Week 6	27-Sep	HIT Defintions, History, and Policies	HIE Guest Lecture		
Week 7	4-Oct	HIT Defintions, History, and Policies	Population Health & HIT	Wager Ch 4	Assignment 1
Week 8	11-Oct	No Class			
Week 9	18-Oct	Midterm			
Week 10	25-Oct	HIT Management	System Acquisition	Wager Ch 5	
Week 11	1-Nov	HIT Management	Implementation	Wager Ch 6	
Week 12	8-Nov	HIT Management	HIT Implementation Guest Lecture		Assignment 2
Week 13	15-Nov	HIT Management	HIT ROI	Wager Ch 7-8	
Week 14	22-Nov	Thanksgiving - No Class			
Week 15	29-Nov	HIT Management	HIT Vendor Guest Lecture		
Week 16	6-Dec	HIT Management	HIT Strategy	Wager Ch 12	
Week 17	13-Dec	Final Exam			Assignment 3

*\*Subject to change*