

# Health Information Technology (HIT) Training Program Course Descriptions

## **Introduction to Health Care and Public Health in the U.S.**

A survey of how health care and public health are organized and services delivered in the U.S. Covers public policy, relevant organizations and their interrelationships, professional roles, legal and regulatory issues, and payment systems. Will include information health reform initiatives in the U.S.

## **The Culture of Health Care**

For individuals not familiar with health care, this course addresses job expectations in health care settings. It will discuss how care is organized inside a practice setting, privacy laws, and professional and ethical issues encountered in the workplace.

## **Terminology in Health Care and Public Health Settings**

Explanation of specific terminology used by workers in health care and public health. Note that this is NOT a course in data representation or standards.

## **Introduction to Information and Computer Science**

For students without an IT background, provides a basic overview of computer architecture; data organization, representation and structure; structure of programming languages; networking and data communication. Includes basic terminology of computing.

## **History of Health Information Technology in the U.S.**

Traces the development of IT systems in health care and public health, beginning with the experiments of the 1950's and 1960's and culminating in the HITECH act. Introduces the concept of meaningful use.



## **Health Management Information Systems**

A “theory” component, specific to health care and public health applications. Introduction to health IT standards, health-related data structures, software applications; enterprise architecture in health care and public health organizations.

## **Working with Health IT Systems**

A laboratory component. Students will work with simulated systems or real systems with simulated data. As they play the role of practitioners using these systems, they will learn what is happening “under the hood.” They will experience threats to security and appreciate the need for standards, high levels of usability, and how errors can occur.

Materials will support hands-on experience in computer labs and on-site in health organizations.

## **Installation and Maintenance of Health IT Systems**

Instruction in installation and maintenance of health IT systems, including testing prior to implementation. Introduction to principles underlying configuration.

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## Networking and Health Information Exchange

More in-depth analysis of data mobility including the hardware infrastructure (wires, wireless, and devices supporting them), the ISO stack, standards, Internet protocol, federations and grids, the NHIN and other nationwide approaches.

## Fundamentals of Health Workflow Process Analysis & Redesign

Fundamentals of health workflow process analysis and redesign as a necessary component of complete practice automation; includes topics of process validation and change management.

## Configuring EHRs

A practical experience with a laboratory component, addressing approaches to assessing, selecting, and configuring EHRs to meet the specific needs of customers and end-users.

## Quality Improvement

Introduces the concepts of health IT and practice workflow redesign as instruments of quality improvement. Addresses establishing a culture that supports increased quality and safety. Discusses approaches to assessing patient safety issues and implementing quality management and reporting through electronic systems.

## Component 13 Public Health IT

For individuals specifically contemplating careers in public health agencies, an overview of specialized public health applications such as registries, epidemiological databases, biosurveillance, and situational awareness and emergency response.

## Special Topics Course on Vendor-Specific Systems

Provides an overview of the most popular vendor systems highlighting the features of each as they would relate to practical deployments, and noting differences between the systems.

## Usability and Human Factors

Discussion of rapid prototyping, user-centered design and evaluation, usability; understanding effects of new technology and workflow on downstream processes; facilitation of a unit-wide focus group or simulation.

## Professionalism/Customer Service in the Health Environment

Development of skills necessary to communicate effectively across the full range of roles that will be encountered in health care and public health settings.

## Working in Teams

An experiential course that helps trainees become “team players” by understanding their roles, the importance of communication, and group cohesion.

## Planning, Management and Leadership for Health IT

For those preparing for leadership roles, principles of leadership and effective management of teams. Emphasis on the leadership modes and styles best suited to IT deployment.

## Introduction to Project Management

An understanding of project management tools and techniques that results in the ability to create and follow a project management plan.

## Training and Instructional Design

Overview of learning management systems, instructional design software tools, teaching techniques and strategies, evaluation of learner competencies, maintenance of training records, and measurement of training program effectiveness.



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