LOMA LINDA UNIVERSITY

School of Allied Health Professions

PROGRAMS OFFERED
◆ B.S.   ◆ Certificate

The Health Information Administrator (HIA) manages health information systems that serve the needs of patients, the healthcare team, and the administrative staff. It is an excellent career choice for the person who would like to have a profession in healthcare that combines interests in data analytics, computer science, business, management, informatics, law, and medicine. This unique mixture provides the HIA with great opportunities in a variety of different settings and job titles along with substantial income.

Health Information Administrators have opportunities to assist in the development and implementation of health information systems for quality patient care, financial reimbursement, medical research, healthcare planning, and healthcare quality evaluation. Others responsibilities include privacy, security, and data governance.

One of the many career options chosen by HIAs is the management of a health information department. In this position, managers evaluate and motivate employees, provide leadership in department planning and organizing, determine department policies, and budget department resources. Managers are also involved in decision making and healthcare committees.

JOB OPPORTUNITIES
Job opportunities continue to grow for HIAs. According to the Bureau of Labor Statistics, "employment of health information technicians is projected to grow 22 percent from 2012 to 2022, much faster than the average for all occupations." As the population ages, they will require more care. More care translates to more documentation required and reimbursement for healthcare providers. "Additional records, coupled with widespread use of electronic health records (EHRs) by all types of healthcare providers, could lead to an increased need for technicians to organize and manage the associated information in all areas of the healthcare industry"(www.bls.gov).

EARNINGS
Full-time salaries in the profession range from entry positions paying approximately $55,000-$70,000 to advanced positions paying up to $90,000+. Management positions may offer earnings as high as $150,000.

EMPLOYMENT
Health Information Administration provides job flexibility for the person seeking work in a variety of settings. Many are employed by hospitals and medical centers in large urban areas. Others work in small community hospitals in rural settings.

The job market is rapidly expanding outside of hospitals. New openings are available in home health agencies, long term care facilities, outpatient care, mental health facilities, private medical practices and clinics, insurance companies, health management organizations, commercial and industrial firms, governmental agencies, legal offices, software vendors, and education.

Job positions include but are not limited to: Director of HIM, Privacy Officer, Security Officer, Chief Compliance Officer, EHR Implementation Specialist, Data Application or System Analyst, Data Integrity Analyst, Consultant, Cancer Registrar, Medical Office Administrator, HIM Revenue Cycle Auditor, Revenue Cycle Manager, REC/HIE Exchange Director, Meaningful Use Specialist, Data Quality Manager, Documentation and Coding Specialist, and Coding Manager.

EDUCATION AND TRAINING
Health Information Administration at Loma Linda University is a four-year program leading to a Bachelor of Science degree. You will need to finish two years of prerequisite courses at a junior college or four-year college to be eligible to enter the program. The prerequisite courses, which prepare you for two years of study at Loma Linda University, are listed on the back.

The following programs qualify the graduate to sit for the RHIA certification examination:
- B.S. in Health Information Administration
- Certificate in Health Information Administration

Graduates are qualified to sit for the appropriate national certification examination in coding:
- Coding Specialist, Certificate program

Certificate in Health Information Administration's Gainful Employment Disclosure

The following link will provide information regarding the cost of the certificate, financing available, median debt, normal timeframe for completion, and job placement rates for students that have completed this program. Please go to: http://alliedhealth.llu.edu/sites/alliedhealth.llu.edu/files/docs/disclosures/bs-cert/Gedt.html

alliedhealth.llu.edu

Health Information Administration (BS)

The Health Information Administration program at Loma Linda University leading to the Bachelor of Science degree is a two-year program that begins with the fall quarter of the junior year. It is the only program of its kind in California and has been offered by Loma Linda University since 1962.

Loma Linda University Requirements: To be eligible for admission, the applicant must complete a minimum of 96 quarter-units at an accredited college or university with a GPA of 2.5. The minimum admission subject requirements in quarter-units are:

HUMANITIES & RELIGION (20 qtr/14 sem units min; includes Religion if attending SDA college/university)

    HUMANITIES: Select from at least 3 subject areas:
    Art/Music (performing arts limited to 4 quarter hours)
    History   Literature
    Philosophy   Foreign language/American Sign Language
    RELIGION
    4 qtr/3 sem hours of religion per year of prerequisite study (8 qtr/6 sem max. **Required only** if student is attending an SDA college/university.

NATURAL SCIENCES
    Human Anatomy & Physiology/lab (complete sequence)
    Intermediate algebra (2 yrs of HS math, 'C' grade or better)
    Medical Terminology
    Select one additional from the following areas:
    Chemistry   Math   Geology
    Astronomy   Physics

SOCIAL SCIENCES (2 areas minimum)
    Cultural diversity or anthropology (one course)
    Psychology elective (one course)
    Select one additional from the following areas:
    Sociology   Political Science   Anthropology
    Economics   Geography

COMMUNICATION
    Freshman English (complete sequence)
    Introduction to Computers (must include word processing)
    Business Communications

HEALTH AND WELLNESS
    Personal Health or Nutrition
    Physical activity (2 courses total)

OTHER REQUIREMENTS
    Intro to Accounting (one course)

ELECTIVES: To meet minimum total requirements of 96 qtr-units

PLEASE NOTE: "C minus" grades are not transferable for credit

Certificate in Health Information Administration

This program is designed for the professional who has a bachelor's degree. The program involves 6 quarters of instruction and clinical affiliations. The academic load varies between a total of 78 and 86 units depending on the student's experience, as well as previous instruction received. The certificate qualifies graduates to sit for the RHIA exam.

To be eligible for admission, the applicant must have earned a bachelor's degree at an accredited college or university and must complete the following prerequisites:

Intro to Accounting; Intro to Computers (must include word processing); Intermediate Algebra; Psychology elective; Anatomy & Physiology (complete sequence)*; Medical Terminology*; Statistics*; Business Communications; Human Resource Management*. *Courses offered at Loma Linda University*

For additional information on this certificate program, please read our Health Information Administration Gainful Employment Disclosure notice: http://www.llu.edu/ssweb/0terms/forms/ge/1216-252-UG-0000/1/51.0706-Gedt.html

Coding Specialist (Certificate)

Healthcare facilities need coders for accurately assessing ICD-10-CM/PCS, CPT, and DRG/APC assignments for diagnostic and surgical information. Financial reimbursement is often directly related to these codes. Also, the statistical information generated from the codes is used in research, quality patient care, education, and in administrative decision making.

JOB OPPORTUNITIES

Coding Specialists are in demand in acute care and ambulatory care facilities, including physician office practice and long-term facilities. A variety of government agencies require coding expertise as well. The need for accurate, skilled coders is high in California and throughout the nation. Other related jobs are in store for coders. Career promotions for coders include Coding Manager and Coding Trainer. Coders have also transitioned into positions like DRG Validator and Health Information Technician.

EARNINGS

Based on national statistics, AHIMA published a study in 2012 outlining the average salary for coders by credential as follows: $53,862 (CCS), $48,740 (CCS-P), and $40,930 (CCA) (www.hicareers.com). The last sentence may remain intact. Location impacts these numbers, and in California, the averages are higher.

EMPLOYEMENT

In acute care facilities, the Coding Specialist usually works in a health information/medical records department and enjoys professional interaction with other medical records practitioners and physicians. In a physician practice setting, the Coding Specialist works closely with physicians in determining diagnoses for optimum reimbursement.

EDUCATION AND TRAINING

The Coding Specialist Certificate program is a 7-quarter program. Classes meet 1-2 times a week in the evening. The student is introduced to healthcare records, including confidentiality, ethics, and pharmacology, prior to enrolling in the core coding courses. Core coding courses cover ICD-10-CM/PCS, CPT coding, E & M coding, prospective payment systems, and state and federal coding regulations. The program concludes with coding practica.

Upon successful completion of the program, the student is eligible to take the national certification examinations of the American Health Information Management Association (AHIMA). Upon completion of the Coding Specialist Program, the student is qualified to take the Certified Coding Associate (CCA) examination. The CCA plus one year of coding experience is recommended by AHIMA before taking the expert certification exams: the Certified Coding Specialist (CCS) for hospital based coders, and the Certified Coding Specialist – Physician-based (CCS-P) for physician's office coders (www.ahima.org/certification).

Loma Linda University Program Requirements:
- High School Diploma/GED

The following subject requirements must be completed at an accredited college or university:
- Human Anatomy & Physiology*
- Medical Terminology*
- Pathophysiology*
- Into to Computer Applications
*Courses offered at Loma Linda University

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Contact Information:

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