



LOMA LINDA  
UNIVERSITY  
CONNECT. GROW. RISE.

## ***POST BACCALAUREATE CERTIFICATE IN HEALTH INFORMATION ADMINISTRATION (On-campus and Online)***

The Health Information Administration (HIA) Certificate program at Loma Linda University is a two-year program leading to a post baccalaureate certificate in Health Information Administration. You will need a baccalaureate degree and completion of the prerequisite courses at a junior college or four-year college to be eligible to enter the program. The program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

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.

### ***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 13 percent from 2016 to 2026, 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](http://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***

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, HIM Director, Privacy Officer, Security Officer, Compliance Officer, EHR Implementation Specialist, System Analyst, Data Integrity Analyst, Coding Manager, Coding Specialist, Revenue Cycle Manager, HIM Educator, etc.

## ***EDUCATION AND TRAINING***

You will need a baccalaureate degree and completion of the 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 below. The program qualifies the graduate to sit for the RHIA certification examination.

## ***TUITION COSTS - REDUCED!***

The tuition for the HIA program is outlined below for full-time students enrolled during the 2019 - 2020 school year. **Our tuition is now significantly reduced and nationally competitive.** Actual tuition is subject to minor fluctuations from year to year. For information on financial aid, please visit the Financial Aid's website at: <http://www.llu.edu/students/financial-aid>.

<b>85 Total Units x \$415 per unit = \$35,275</b>	
<b><u>On Campus</u></b> + Enrollment Fees: \$828/quarter <b>Total Cost: \$40,243</b> <b>Median Cost per Quarter: \$6,638</b>	<b><u>Online</u></b> + Enrollment Fees: \$0/quarter <b>Total Cost: \$35,275</b> <b>Median Cost per Quarter: \$5,810</b>

## ***ADMISSION REQUIREMENTS***

1. Complete a bachelor's degree at an accredited college or university
2. Minimum GPA of 2.5
3. Complete all program prerequisites (listed below)
4. Complete the LLU application, including values and personal essays and submit application fee
5. Provide three letters of recommendation that indicate a strong academic background and professional readiness
6. Interview, if deemed necessary

## ***PREREQUISITES***

- *Anatomy & Physiology (complete sequence with a lab) \**
- *Medical Terminology\**
- *Intermediate Algebra (or 2 years of high school math with a grade of C or better)*
- *Psychology course*
- *Business or Interpersonal Communications*

\*Courses offered at Loma Linda University

Applicants who have comparable education or experience may be able to gain credit toward certificate by equivalence or evaluation of credit on an individual basis.

## ***PROGRAM PURPOSE AND MISSION***

To prepare our graduates to be competent health information professionals through excellence in classroom instruction, professional practice experience, advisement, and mentoring with an emphasis on global service. In harmony with the mission of Loma Linda University and the School of Allied Health Professions, the Department of Health Informatics and Information Management is dedicated to:

- Educating competent health information professionals
- Promoting the health information management profession
- Extending the current knowledge of health information professionals at neighboring health care facilities
- Challenging students and department faculty to maintain high standards of ethical and professional behavior
- Encouraging students and faculty to seek a meaningful relationship with God and a balanced Christian lifestyle

## ***PROGRAM LEARNING OUTCOMES***

- Students will perform assessment and management of data needs for a variety of health-care settings.
- Students will advocate effectively for health information protection: privacy, security, and confidentiality.
- Students will develop health-care information systems and utilize data analytic tools in decision making to support the delivery process.
- Students will discuss and appraise revenue cycle management principles and processes.
- Students will monitor and ensure compliance with standards and documentation, as related to current regulation requirements.
- Students will formulate management and leadership principles to utilize resources effectively and efficiently.

## ***PROGRAM OUTLINE***

The Health Information Administration Bachelor's Degree program is outlined below for full-time students initially enrolled during the 2019 - 2020 school year.

<b>Fall 2019</b>	<b>Winter 2020</b>	<b>Spring 2020</b>
HLIN 320: Health Information Science & the Healthcare System I (4) HLIN 332: Clinical Classification Systems (4) HLIN 343: Pharmacology/Pathology (4) RELE 457: Christian Ethics (2)  <p style="text-align: right;"><b>Unit Total: 14</b></p>	HLIN 321: Health Information Science & the Healthcare System II (4) HCBL 346: Legal & Ethical Environment in HC (3) HLIN 333: Advanced Classification Systems & Regulatory Compliance in HC (4) HLIN 345: Business of HIT & Project Management (3)  <p style="text-align: right;"><b>Unit Total: 14</b></p>	HLIN 342: Seminar & Portfolio for HIM (4) HLIN 347: Advanced Information Privacy & Security in Health Information Exchange (4) HLIN 430: Quality Management & Performance Improvement in HC (3) HLIN 352: Professional Practice Exp. I (3)  <p style="text-align: right;"><b>Unit Total: 14</b></p>
<b>Fall 2020</b>	<b>Winter 2021</b>	<b>Spring 2021</b>
HLIN 341: Healthcare Informatics & Database Management (4) HLIN 439: Management in Healthcare (4) AHRM 475: Healthcare Research & Stats (4) HCBL 434: Financial Management for HC (3)  <p style="text-align: right;"><b>Unit Total: 15</b></p>	HLIN 438: RCM for Healthcare (4) HCBL 471: Information Systems Management in HC I (4) HLIN 437: Data Analytics & Visualizations for HC (4)  <p style="text-align: right;"><b>Unit Total: 12</b></p>	HLIN 452: Professional Practice Experience II (3) HLIN 433: Information Systems Management in HC II (4) HLIN 440: Leadership & Strategy Management in HC (4) HLIN 435: Seminar & Portfolio for HIM (5)  <p style="text-align: right;"><b>Unit Total: 16</b></p>
		<b>Program Total: 85</b>

## ***CONTACT US***

If you have any questions or comments about this program, please contact:



LOMA LINDA UNIVERSITY

School of Allied Health Professions

*Celebrating 50 Years*  
1966 – 2016

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