

Purpose: It is the intention of this Administrative-Master Syllabus to provide a general description of the course, outline the required elements of the course and to lay the foundation for course assessment for the improvement of student learning, as specified by the faculty of Wharton County Junior College, regardless of who teaches the course, the timeframe by which it is instructed, or the instructional method by which the course is delivered. It is not intended to restrict the manner by which an individual faculty member teaches the course but to be an administrative tool to aid in the improvement of instruction.

Course Title - Health Care Statistics

Course Prefix and Number – HITT 1355

Department – Health Information Technology

Division – Allied Health

Course Type: (check one)

- Academic General Education Course (from ACGM – but not in WCJC Core)
 Academic WCJC Core Course
 WECM course (This course is a Special Topics or Unique Needs Course: Y or N)

Semester Credit Hours # : Lecture hours# : Lab/other hours # 3:3:0

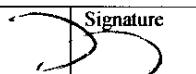
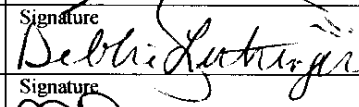
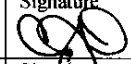

Equated Pay hours for course - 3

Course Catalog Description - General principles of health care statistics with emphasis in hospital statistics. Skill development in computation and calculation of health data.

Prerequisites/Co requisites – HITT 1301 and HITT 1311 (may be taken concurrently).

List Lab/ Other Hours
Lab Hours
Clinical Hours
Practicum Hours
Other (list)

Approvals – the contents of this document have been reviewed and are found to be accurate.

Prepared by Mary Jo Spanihel, RHIA, CCEP	Signature 	Date 7 Sept 2010
Department Head Debbie Lutringer, RHIA, CTR	Signature 	Date 9-27-10
Division Chair Carol Derkowski, RDH, MAIE	Signature 	Date 9-27-10
Vice President of Instruction or Dean of Vocational Instruction Leigh Ann Collins, RDH, MAIE	Signature 	Date 1-14-11



I. Topical Outline – Each offering of this course must include the following topics (be sure to include information regarding lab, practicum, clinical or other non-lecture instruction):

- I. Review of Arithmetic
- II. Introduction to Health Statistics
- III. Sources and Uses of Health Data in the United States
- IV. Vital and Other Health Statistics
- V. Methods of Summarization of Data
- VI. Data processing cycles
- VII. Origination of data
- VIII. Special data requirements
- IX. Evaluation of data service bureaus

II. Course Learning Outcomes

Course Learning Outcome	Method of Assessment
Formulate statistics that meet medical and administrative reporting needs and requirements of government regulatory and voluntary agencies	Written exam
Prepare statistical reports to support healthcare information and department operations and services	Assignments
Analyze health care statistics, vital statistics, descriptive statistics, data validity and reliability	Assignments, written exam
Utilize appropriate methods of data display by developing graphs, tables, and charts	Assignments (reports)

III. Required Text(s), Optional Text(s) and/or Materials to be Supplied by Student.

Green, Michelle A. and Mary Jo Bowie. Essentials of Health Information Management Principles and Practice. Current Edition. Clifton Park, NY: Thomson Delmar Learning

Horton, Loretta A. Calculating and Reporting Healthcare Statistics. Current Edition. Chicago, IL: AHIMA.

Regular access to appropriate technology for www.courses.

IV. Suggested Course Maximum - 20

V. List any specific spatial or physical requirements beyond a typical classroom required to teach the course.

Lecture/Lab classroom with computers and appropriate software. Instructor must have training in and access to all appropriate technology for www.courses.

VI. Course Requirements/Grading System – Describe any course specific requirements such as research papers or reading assignments and the generalized grading format for the course The final evaluation will be on the following scale:

- 93—100% A
- 85—92% B
- 78—84% C
- 70—77% D
- 69—0% F

Final evaluation will be based on grades achieved during the semester.

Daily Grade Average & Attendance 30%

Test Average 70%

VII. Curriculum Checklist

- **Academic General Education Course** (from ACGM – but not in WCJC Core)
No additional documentation needed

- **Academic WCJC Core Course**
Attach the Core Curriculum Checklist, including the following:

- Basic Intellectual Competencies
- Perspectives
- Exemplary Educational Objectives

- **WECM Courses**
If needed, revise the Program SCANS Matrix & Competencies Checklist.