A Career in Health Information Management (HIM)

Developed by the 2018 AHIMA House of Delegates
HIM Awareness Task Force

For students and those seeking to enter the HIM profession

AHIMA
American Health Information
Management Association®

What do you want to do in the future?

AHIMA

Have you thought about a Health Information Management (HIM) career?

AHIMA

An HIM career is right for you if you…

- See yourself in a career that offers **diverse** opportunities

- Would like to work in healthcare, but **not directly with patients**

- Have an aptitude for **science**, but also like **management, law, and computers**

- Enjoy working with professionals: **physicians, nurses, lawyers, administrators, and executives**

- Want a career where you can **choose** to work on your own, with others, or some of both

AHIMA

What is Health Information Management?

Why consider it for your career?

AHIMA

Health Information Management

- **Health information management (HIM) is** the practice of acquiring, analyzing, and protecting digital and traditional medical information vital to providing quality patient care

- It is a combination of business, science, and information technology
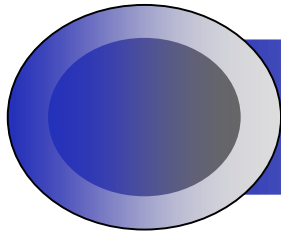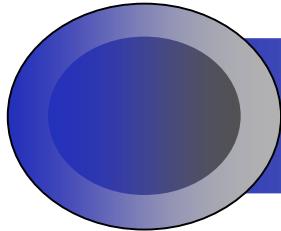
What is Health Information?

- All information that could be gathered when being seen in a doctor's office or other healthcare facility
- This could include any treatment to the patient, such as:
  - Medical history
  - Lab results
  - X-rays
  - Clinical Information
  - Notes
- This information can also be used to:
  - See patient's health over time
  - Understand ways to treat larger communities
  - Advancement of medicine
  - Payment of care provided to patient
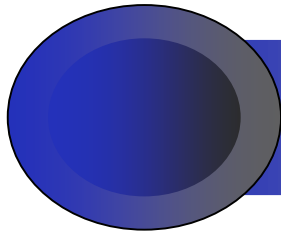
AHIMA

Health Information Management Professionals

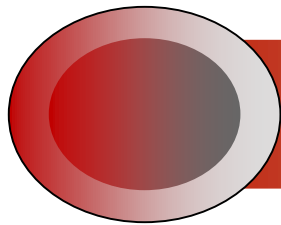Are experts in…

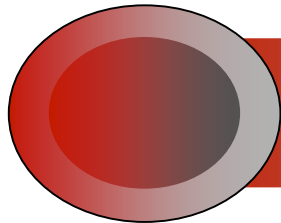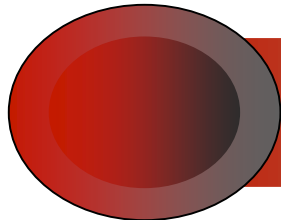Managing patient information and health records
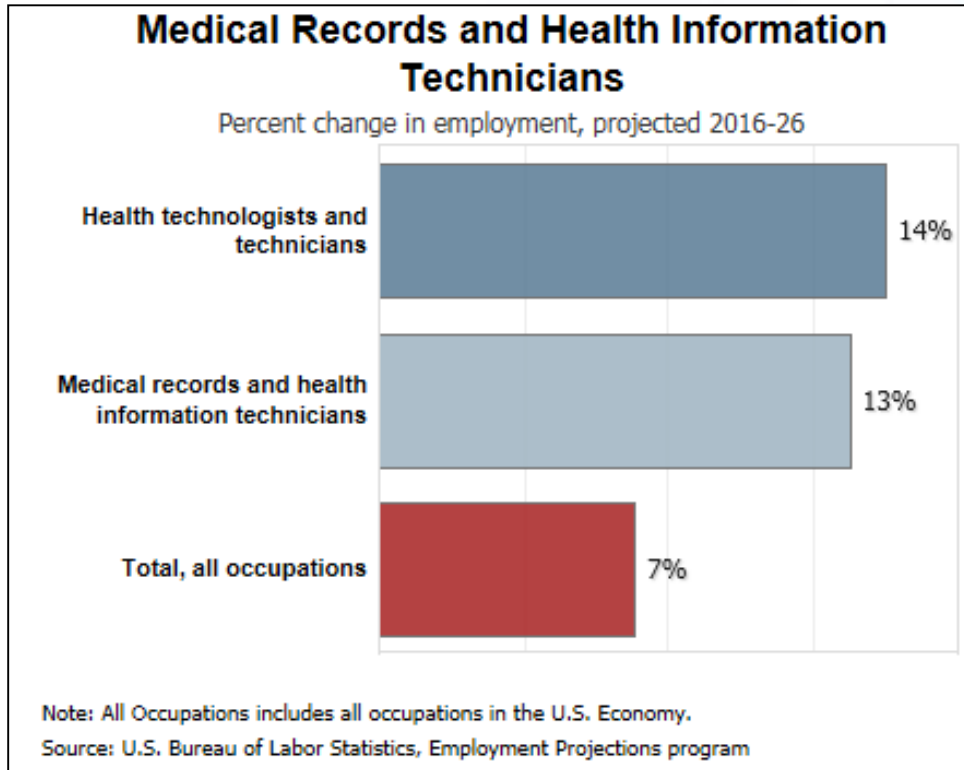
Implementing and optimizing computer information systems

Coding diagnoses and procedures in all care settings

AHIMA

Health Information Management Professionals

Are experts in….

Maintaining patient confidentiality

Collecting and storing information

Using and transmitting information

HIM is One of the Fastest Growing Occupations

Medical Records and Health Information Technicians

Percent change in employment, projected 2016-26

Health technologists and technicians	14%
Medical records and health information technicians	13%
Total, all occupations	7%

Note: All Occupations includes all occupations in the U.S. Economy.
Source: U.S. Bureau of Labor Statistics, Employment Projections program

"Employment of health information technicians is projected to grow 13 percent from 2016 to 2026, faster than the average for all occupations."

Source: Occupational Outlook Handbook, October 2017
https://www.bls.gov/ooh/healthcare/medical-records-and-health-information-technicians.htm#tab-6

AHIMA

Employment Opportunities

Unlimited!

Hospitals · Doctor's Offices · Nursing Homes · Government Offices · Colleges/Universities

AHIMA

Employment Opportunities

Unlimited!

- Pharmaceutical Companies
- Insurance Companies
- Consulting Firms
- Law Firms
- Correctional Facilities

AHIMA

Finding The Perfect Fit

Entry/Mid Level Careers

- Coding/Billing Professional
- Data Analyst
- Credentialing Specialist
- Cancer Registrar
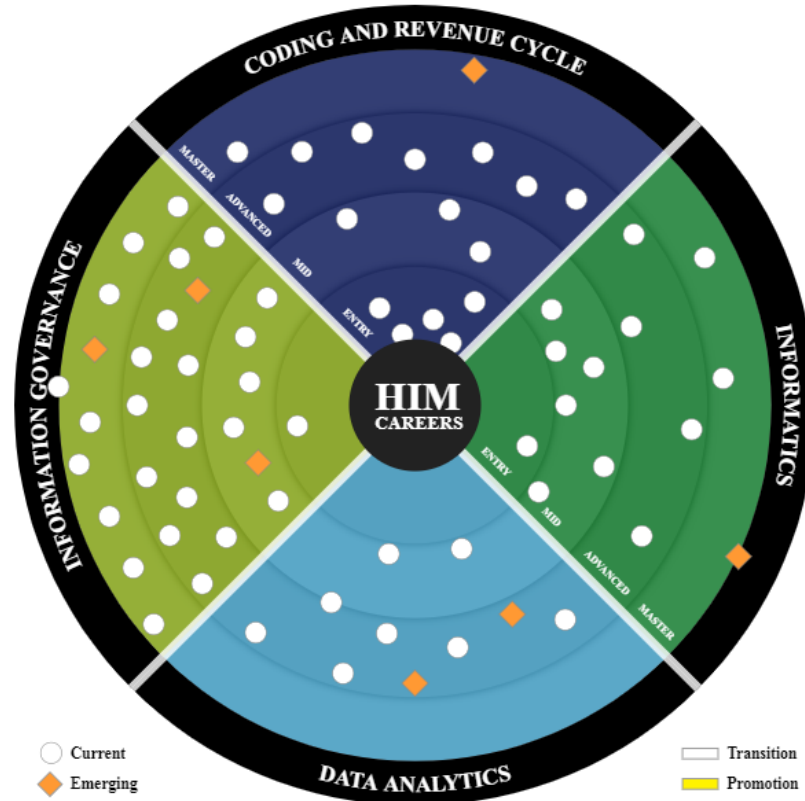- Supervision/Management

Advanced Careers

- HIM Director
- Data Quality Director
- Informatics Researcher
- HIM Professor
- Chief Compliance Officer
- Director of Clinical Informatics
- Chief Technology Officer
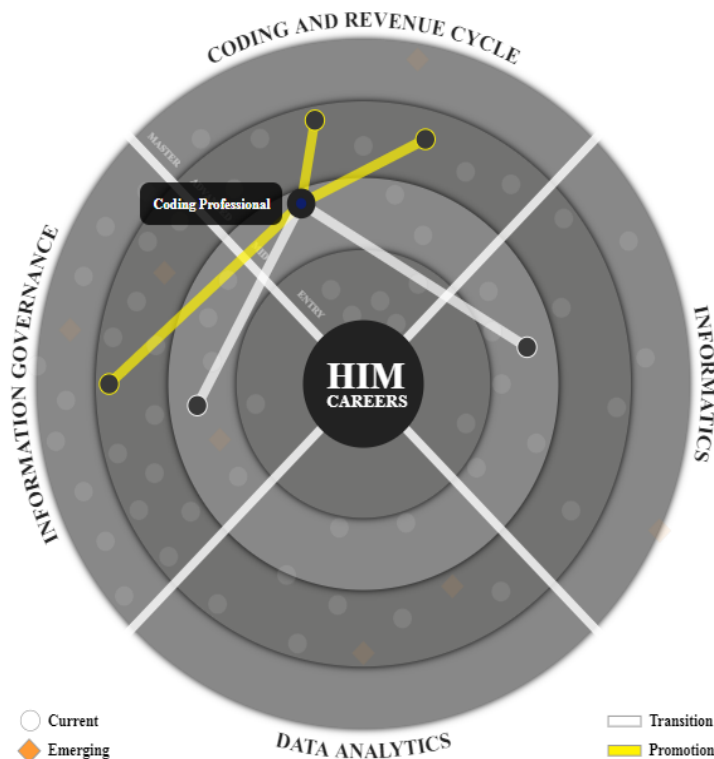
HIM Career Map

Coding Professional

The Coding Professional performs ongoing critical assessment of coding, DRG/APC assignment on all types of coded accounts to include individual coder assessment for accuracy, and compliance with THR Coding Compliance Guidelines.

Transitional Pathways
- DRG Validator
- Health Information Technician

Promotional Pathways
- Coding Manager
- Coding Trainer
- HIM Manager

CODING AND REVENUE CYCLE
INFORMATION GOVERNANCE
INFORMATICS
DATA ANALYTICS

Coding Professional

HIM CAREERS

- ○ Current
- ◆ Emerging
- ▭ Transition
- ▭ Promotion

← **Back to map**

Coding Professional

Description

The Coding Professional is responsible for conducting inpatient coding audits and providing educational programs based on auditing results. The coding professional effectively uses abstracting databases, internal and external audit results, QIO reports and revenue cycle edit/denial information. This position requires effective interaction with both coding staff and different levels of management throughout the healthcare system.

Responsibilities

Conduct ongoing record audits to verify coding and MS-DRG accuracy; Perform educational sessions for coding specialists, documentation specialists, and physicians; Act as a liaison for electronic physician query application; Timely reporting of coding and MS-DRG accuracy based on audit results; Serve as expert resource for all coding staff

Skills Required

Computer skills; Communication skills; Coding and auditing skills

Alternate Title

Coding Auditor, Certified Coding Professional, Coding Validator

Related Jobs

- DRG Validator (Transition)
- Health Information Technician (Transition)
- Coding Manager (Promotion)
- Coding Trainer (Promotion)
- HIM Manager (Promotion)

Training & Education
Must have at least 1 of the following certifications: RHIT, RHIA, CCS, or CCS-P

Average Salary: $ 52677

25th Percentile: $ 42000

50th Percentile: $ 60000

Work Experience
Must have a minimum of 3 yrs. medical coding experience

Did You Know?
AHIMA's CCA, CCS & CCS-P are the only HIM credential worldwide currently accredited by the National Commission for Certifying Agencies (NCCA).
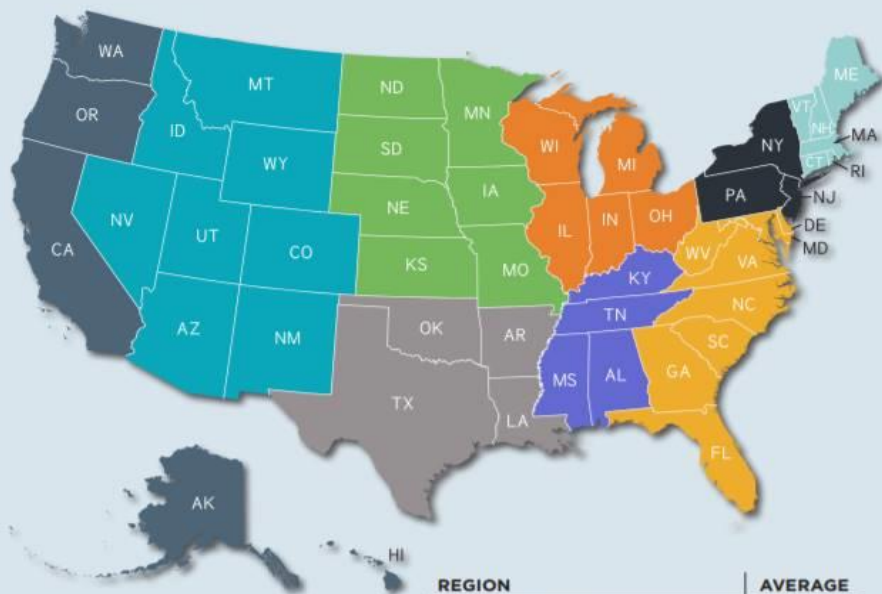Take Assessment
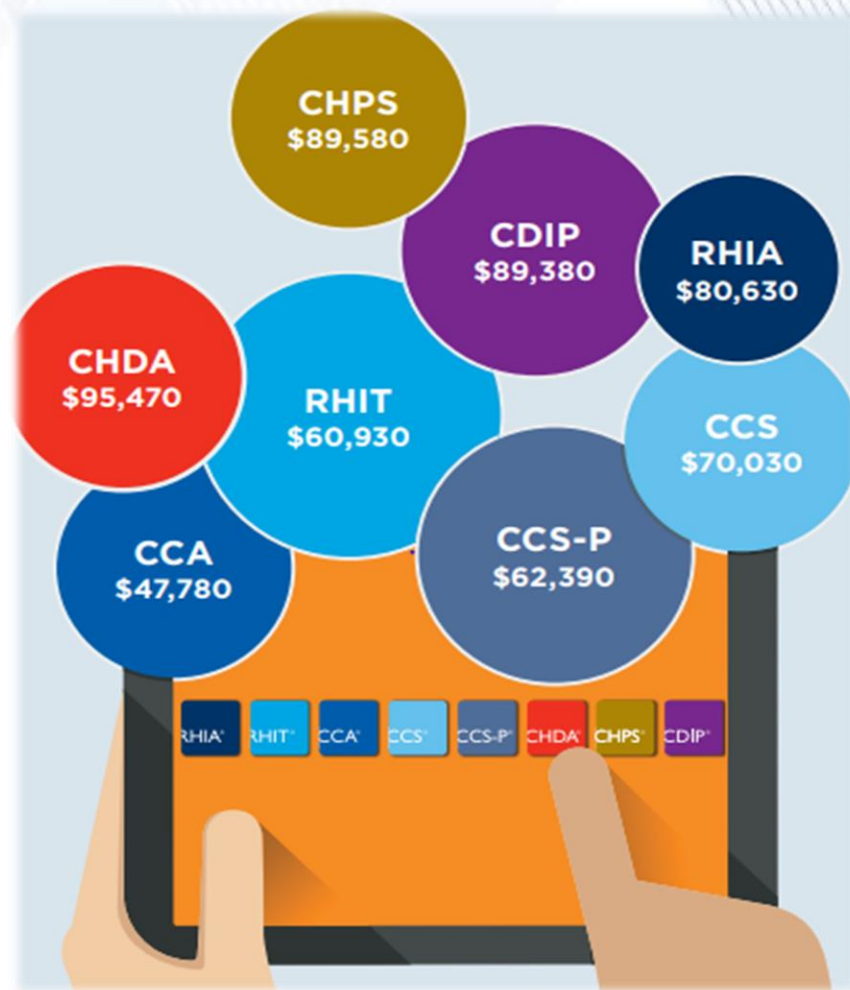
AHIMA

AHIMA Salary Snapshot

SALARY SNAPSHOT:
AVERAGE SALARY BY REGION

Where you live and work can impact your salary; the highest salaries are found on the coasts, with an average of $12,000 less per year in regions where the cost of living are less, like parts of the south and Midwest.

REGION	AVERAGE
IL, IN, MI, OH, WI	$62,370
AR, LA, OK, TX	$65,650
IA, KS, MN, MO, ND, NE, SD	$61,870
AZ, CO, ID, MT, NM, NV, UT, WY	$66,470
AK, CA, HI, OR, WA	$74,650
DC, DE, FL, GA, MD, NC, SC, VA, WV	$68,330
NJ, NY, PA	$69,010
CT, MA, ME, NH, RI, VT	$74,710
AL, KY, MS, TN	$61,950

CHPS $89,580

CDIP $89,380

RHIA $80,630

CHDA $95,470

RHIT $60,930

CCS $70,030

CCA $47,780

CCS-P $62,390

AHIMA

Credential and Potential Earnings

AVERAGE SALARY BY YEARS OF EXPERIENCE AND BY CREDENTIALS

	RHIA®	RHIT®	CDIP®	CCA®	CCS®	CCS-P®
	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY
0-2 Years	$58,270	$40,110	$62,400	$39,320	$50,490	$49,730
3-5 Years	$58,750	$48,790	$89,110	$49,490	$58,710	$51,300
6-10 Years	$69,420	$55,340	$80,290	$48,720	$64,250	$60,300
11-15 Years	$80,000	$63,000	$90,330	$55,240	$71,400	$69,110
16-20 Years	$80,810	$65,350	$85,960	$53,730	$72,000	$70,120
21-30 Years	$86,380	$70,260	$88,890	$55,100	$74,250	$74,810
31+ Years	$89,350	$73,870	$100,300	$61,040	$76,490	$70,630

AHIMA

Still in High School?

- There are some classes that can be taken in high school to begin your career in the right direction
  - Business
  - Biology
  - Chemistry
  - Human Anatomy
  - Statistics
  - English
  - Computer Science

AHIMA

Returning to School/Changing Careers?

- There are many options for those looking to transition to health information management

- As a fast-paced industry, there are always opportunities for education and growth

- Some unique options that may apply:
  - Associate/Bachelor Degree Credits
  - Military Reimbursement

AHIMA

Planning for Your Education

Coding Certification

- Generally the education requirements are:
  - 6 months to 1 year of education and training
  - Campus, Online, or Hybrid
  - Public or private
  - May meet coding certification eligibility requirements

College Degree

- Generally the education requirements are:
  - 2 or 4 years of formal education in a CAHIIM accredited health information management program
  - Campus, Online, or Hybrid
  - Public or private
  - Could lead to eligibility for coding and other post degree certifications

Source: American Health Information Management Association
http://www.ahima.org/careers/plan

AHIMA

Coding Certifications

- **Certified Coding Associate (CCA)**
  - Required:
    - Must have High School Diploma or equivalent
  - Recommended:
    - 6 months coding experience *OR*
    - Completion of an AHIMA approved coding program *OR*
    - Completion of other coding training program to include classes such as:
      - Human Anatomy
      - Physiology
      - Medical Terminology
      - Basic IDC Diagnostic/Procedural and CPT Coding

AHIMA

Coding Certifications

- ## Certified Coding Specialist (CCS)
  - By Credential: RHIA, RHIT, or CCS-P **OR**
  - By Education: The following courses must be completed:
    - Human Anatomy
    - Physiology
    - Pathophysiology
    - Pharmacology
    - Medical terminology
    - Reimbursement methodology
    - Intermediate/Advanced IDC Diagnostic/Procedural and CPT Coding **OR**
  - By Experience: Minimum of two year of related coding experience **OR**
  - By Credential with Experience: CCA or other coding credential from other certifying organization plus one year of coding experience

AHIMA

Coding Certifications

- **Certified Coding Specialist – Physician Based (CCS-P)**
    - By Credential: RHIA, RHIT, or CCS *OR*
    - By Education: The following courses must be completed
        - Human Anatomy
        - Physiology
        - Pathophysiology
        - Pharmacology
        - Medical terminology
        - Reimbursement methodology
        - Intermediate/Advanced IDC Diagnostic/Procedural and CPT Coding *OR*
    - By Experience: Minimum of two year of related coding experience *OR*
    - By Credential with Experience: CCA or other coding credential from other certifying organization plus one year of coding experience

AHIMA

College Degree

Associate Degree (RHIT)

- 2 year degree
- Campus, Online, or Hybrid
- Must complete the academic requirements of HIM program accredited by CAHIIM
- Beginning in the last semester of study, can apply for and take the Registered Health Information Technician certification exam

Bachelor Degree (RHIA)

- 4 year degree
- Campus, Online, or Hybrid
- Must meet requirements:
  - Successfully completed the academic requirements of HIM program accredited by CAHIIM **OR**
  - Successfully completed the academic requirements at the masters level, of an HIM program accredited by CAHIIM **OR**
  - Successfully completed the academic requirements of an HIM Certificate of the Degree program approved by CAHIIM

AHIMA

Be Sure to Select a CAHIIM-Accredited HIM Program!

- In order to earn an **RHIA or RHIT credential**, you must graduate from a **CAHIIM-accredited** HIM program

- The Commission on Accreditation for Health Informatics and Information Management Education **(CAHIIM) defines standards** which higher education health information management and technology programs must meet to qualify for accreditation

AHIMA

HIM Courses in a 2 or 4 Year Degree

- Medical Terminology
- Introduction to HIM
- Healthcare Delivery Systems
- Electronic Health Records
- Database Management
- Leadership and Project Management
- Legal Aspect of HIM and Healthcare
- Human Resource Management in Healthcare

- Reimbursement Methodologies
- Quality Management
- Data Analytics
- Healthcare Statistics
- ICD and CPT Coding
- Pharmacology
- Pathophysiology
- Clinical Internship

AHiMA

AHIMA Foundation Apprenticeship Program

What is Registered Apprenticeship

AHIMA FOUNDATION Apprenticeship Program • • •

Employer Involvement

Job Related Technical Instruction

Structured On-the-Job Learning

Rewards for Skill Gains

DOL Certificate of Completion

Five Core Components of Registered Apprenticeship

©2018 AHIMA Foundation

ahimafoundation.org

AHIMA

EXPANDING
APPRENTICESHIP ROLES

Medical Coder/Biller

Up Skill Only

Hospital Coder/ Coding Professional

Professional Fee Coder

Clinical Documentation Improvement Specialist

HIM Data Analyst

HIM Privacy & Security Officer

2018

To Be Developed

ahimafoundation.org

AHIMA

FOR MORE INFORMATION ON HIM APPRENTICESHIPS

- Call us at 312-233-1131

- Email us at
  apprenticeship@ahimafoundation.org

- Fill out the Apprenticeship Interest form and we will contact you.

ahimafoundation.org/prodev/Registered_Apprenticeship.aspx

AHIMA FOUNDATION Apprenticeship Program ● ● ●
Managing the HIM Pipeline
U.S. Department of Labor

©2018 AHIMA Foundation

AHIMA

Never Stop Learning

- AHIMA Specialty Certifications
- HIM Masters
- Doctoral Program
- Involvement in regional, state, and national levels
- AHIMA mentor/mentee program
- Work involvement
- Internship

ahima.org

AHIMA

Other AHIMA Credentials

- **Certified Documentation Improvement Practitioner (CDIP)**
  - Knowledgeable and competent to provide guidance relative to clinical documentation in the patient's health record
- **Certified Health Data Analyst (CHDA)**
  - Demonstrates expertise in health data analysis
  - Can effectively acquire, manage, analyze, interpret, and transform data
- **Certified in Healthcare Privacy and Security (CHPS)**
  - Competence in designing, implementing, and administering comprehensive privacy/security protection programs
- **Certified Healthcare Technology Specialist (CHTS)**
  - Competence in health IT workforce roles integral to the implementation and management of electronic health information
- **Certified Professional in Health Informatics (CPHI)**
  - Demonstrate competence and knowledge in health informatics

AHIMA

Traits for Success

- Get comfortable with being uncomfortable

- Take control of your career path

- Position yourself to learn new things

- An HIM education provides a good foundation for which to build additional skill sets

- Look outside the box for employment, it may not be in a traditional setting

- Mentors are incredibly important

- Stay connected to the industry through volunteering and local involvement

- Take Initiative

- Champion the cause – demonstrate why your way is a good path

AHIMA

AHIMA Career Resources

Source: American Health Information Management Association
http://www.ahima.org/careers

For More Information

Health Information Careers
http://www.ahima.org/careers

American Health Information Management Association
www.AHIMA.org

CAHIIM Accredited HIM programs
www.CAHIIM.org

AHIMA

This presentation has been adapted by the 2018 House of Delegates HIM Awareness Task Force, using materials from the Illinois Health Information Management Association and the American Health Information Management Association.

AHIMA