


# 2011 AHIMA Academic Resources for HIM Faculty

## Curriculum Resources



- **Careers in Health Information Management (HIM)**—AHIMA established [www.HICareers.com](http://www.HICareers.com) to assist individuals considering health information as an academic choice. Site visitors are introduced to various HIM professions and academic pathways, preparing them for careers as credentialed professionals. HICareers.com averages more than 4,000 visitors per week. All accredited and approved programs are included in the contact details on the school search link. We encourage the addition of this URL to your school's Web site. Please ask AHIMA about advertising your program on [hicareers.com](http://hicareers.com).

- **Component State Associations (CSAs)**—As part of AHIMA's annual Team Talks, AHIMA CSA board members are provided with posters, recruitment kits, resource lists, and other tools to encourage student membership. Make it a point to meet your CSA board members and invite them to speak with students about careers in HIM. Ask your CSA president about adding a link from the CSA's Web site to your academic program, and add the CSA link to your program's Web site.

- **Scholarships**—Many AHIMA CSAs offer HIM scholarships to students and others provide grants to assist faculty in purchasing unbudgeted items for their programs. Visit your CSA's Web site for more information: . The AHIMA Foundation also offers scholarships <http://www.ahimafoundation.org/partners/csa.aspx>

- **Corporate Connections Internships**—AHIMA provides Corporate Connections, a service that reaches out to AHIMA members working in non-traditional settings to discover unique paid and unpaid internship opportunities for seniors and recent graduates. Announcements from Corporate Connections are posted in the appropriate academic AHIMA Communities of Practice (CoP). Program directors then notify their students about these opportunities. Individual programs are encouraged to reach out to HIM industry employers. Using the Corporate Connections awareness kit can make the process easier. Contact [patt.peterson@ahima.org](mailto:patt.peterson@ahima.org) to discuss how you can increase internship opportunities for your program.

- **CourseShare**<sup>1</sup>—The CourseShare web site is open to faculty of accredited and approved HIM programs to share and download instructor resources such as lectures, student handouts, quizzes, case studies, and scanned medical records. All items are cross-referenced and indexed to make it easy to find a learning packet to help with a particular topic, and are peer reviewed to ensure quality and relevance. Individuals that contribute a learning packet to CourseShare will qualify for five (5) CEUs. To visit: <https://courseshare.ahima.org>.

<sup>1</sup> Faculty and adjuncts must be nominated by their program director to be added to CourseShare. To add someone, ask your program director to contact [patt.peterson@ahima.org](mailto:patt.peterson@ahima.org) and identify the faculty by name, city, state, and AHIMA membership number.



- **Assembly on Education (AOE) Community of Practice (CoP)**—

Several private academic communities are found in the AHIMA Community of Practice website. The largest academic community is the AOE CoP with more than 1,600 members. Here is where educators can start discussion threads with each other, and share resources. To join a private academic community, please have your program director contact [patt.peterson@ahima.org](mailto:patt.peterson@ahima.org) and ask for new faculty to be added. Please note that faculty members may not self-select this community since membership is by employer vetting only. <http://cop.ahima.org/Home.aspx>

These requirements also apply to the following CoPs:

- **Approved Coding Certificate Program CoP**
- **Associate Degree CoP**
- **Baccalaureate Degree CoP**

- **Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)**—

CAHIIM is an independent accrediting organization for degree-granting programs in health informatics (HI) and HIM education. Information on applying for accreditation and model curriculum guides for each program level is included here: [www.cahiim.org](http://www.cahiim.org)

- **CAHIIM View**—CAHIIM's e-newsletter, published three times a year, focuses on accreditation and Annual Program Assessment Report (APAR) issues. All program directors and college deans are on the distribution list. [http://www.cahiim.org/view\\_newsletter.html](http://www.cahiim.org/view_newsletter.html)

- **Action Community for E-HIM® Excellence (ACE)**—Nominate yourself or a colleague to become an ACE member! Complete a self-assessment noting their expertise, personal characteristics, and communication skills. In addition, give brief examples of the nominee's communications experience, such as articles written or presentations made. ACE members lead and influence e-HIM®, and many serve as guest lecturers on their area of expertise. <http://www.ahima.org/about/ACE.aspx>

- **Virtual Lab**—This web-based HIM software lab provides students with hands-on experience with EHRs and logic based encoders. Accompanying lessons and activities enable educators to offer a full range of online, real-world technical experiences. This resource can supplement or replace your HIM tech lab, and is flexible enough to be used by both on-campus and online programs. Schools subscribe on an annual basis, and fees are based on the number of student users. Learn more about the applications and how to subscribe <http://campus.ahima.org/vlab/> or send a message to [Virtual.Lab@ahima.org](mailto:Virtual.Lab@ahima.org)

- **AHIMA Distance Education**—The full menu of AHIMA Distance Education offerings is designed to enhance local or stand-alone distance education programs. Contact [distance.education@ahima.org](mailto:distance.education@ahima.org) for more

information. For a list of course offerings, visit <http://campus.ahima.org>



## • Integrated Model Curriculum Using AHIMA Distance Education Courses

AHIMA Distance Education offers hundreds of courses in six categories:

1. HIM (including anatomy and physiology, medical terminology, pathology, and pharmacology)
2. E-HIM®
3. HIPAA and privacy
4. Coding (basic and advanced)
5. Cancer registry
6. Specialized coding topics (CATS))

Courses may be used to pre-qualify potential adjunct instructors prior to interviewing, hiring, and training. Additionally, if you are having difficulty finding qualified faculty to teach particular courses, you may choose to learn more about the Integrated Model Plan. Students may use AHIMA course materials and the Web site for instruction and exams, while a local presence at the school provides course oversight. Please contact [distance.education@ahima.org](mailto:distance.education@ahima.org) to learn more.

- **AHIMA Online Resources - E-HIM® Practice Guidelines**—Electronic health record (EHR) practice is rapidly evolving, faster than appropriate textbooks can be published. Consider supplementing course content in e-HIM® by visiting this dedicated AHIMA Web site and browse through the recent articles and research on e-HIM®. <http://www.ahima.org/ehim>

**ICD-10-CM/PCS**—Visit AHIMA’s ICD-10 Web site and refresh your course content with the latest industry knowledge. [www.ahima.org/icd10](http://www.ahima.org/icd10)


## Faculty Networking and Consults

- **Academic Advisor**—Issued quarterly, this e-newsletter features topics of particular interest to educators. Please e-mail [benjamin.reed@ahima.org](mailto:benjamin.reed@ahima.org) to be added to the distribution list. Find archived issues of *Academic Advisor* here: [www.ahima.org/academics](http://www.ahima.org/academics)

- **Faculty Consultations**—Patt Peterson, MA, RHIA, AHIMA’s director of education, is available to discuss concerns or obtain clarification on academic issues. E-mail her at [patt.peterson@ahima.org](mailto:patt.peterson@ahima.org) or call (312) 233-1132.

- **Networking**—HIM educators can network through the AHIMA CoP. Share your experiences, ask questions, and provide feedback to peers on the academic CoPs, and please visit our practice-oriented CoPs, which are a great source for expert local guest speakers.

- **Faculty Development Institute (FDI) and AOE Symposium**—Each summer, educators meet for five intense days to discuss topics of interest in the classroom and for faculty development. The AOE is the premier event for HIM educators! The FDI is held prior to the AOE Symposium. This two-day conference focuses on helping new and experienced faculty refine their classroom



management and teaching technique skills. The 2011 FDI and AOE Symposium will be held in San Antonio, Texas in July. All full-time, part-time, and adjunct faculty are encourage to attend. [www.ahima.org/events/summersymposium/](http://www.ahima.org/events/summersymposium/)

- **Special Workshops**—AHIMA and CAHIIM periodically host focused workshops, audio seminars, and special meetings. Upcoming events are announced in the *Academic Advisor* e-newsletter.

## AHIMA Press

- **Book Publishing Imprint** - AHIMA Press publishes the world's most respected, technically accurate, and widely used books in HIM and technology classrooms.
- **Instructor Desk and Review Copies**—Instructors may request copies of AHIMA Press books for adoption consideration at no charge. To request a review copy of books published by AHIMA Press, visit <http://www.ahima.org/publications/educators.aspx>
- **Instructor Materials**—Supplemental instructor materials accompany many AHIMA Press textbooks, and include instructor guides with test banks, exercises, and PowerPoint lecture slides. You are invited to review the instructor materials as part of your adoption decisions.

### Two Ways to Access Instructor Materials

1. Search for the book title in the AHIMA Web Store [www.ahimastore.org](http://www.ahimastore.org) Select the book image, then scroll to the bottom of the page for the link to available instructor materials link. Choose the desired file to download or open.
2. Log into the AOE CoP (if you are a vetted educator). You'll find supplemental materials for each textbook located on this site.

**For non-members or instructors not recognized on the AOE CoP:** Please e-mail [info@ahima.org](mailto:info@ahima.org) to request the desired instructor materials. Include your name, your school's name, a verification contact, and the title(s) and edition(s) of book(s) for which you are requesting instructor materials. Once your instructor status is verified, you will receive an e-mail with the instructor materials attached. Generally, these are large attachments, and multiple e-mails may be sent.