**What is the CAHIMS training program?**

The CAHIMS training program offers an overview of healthcare, health information technology, and health information management systems. The focus is on the role and responsibilities of entry-level health IT specialists in each phase of the health information management systems lifecycle. The curriculum is aligned to the new [CAHIMS](http://www.himss.org/health-it-certification/cahims?navItemNumber=13646) (Certified Associate in Healthcare Information and Management Systems) certification administered by HIMSS (Health Information Management Systems Society). The training program is designed for students who have prior experience or training in IT or healthcare and can serve as a pathway into Health IT careers.

“Those who sit for the [CAHIMS] exam and pass it will become armed with a valuable credential, qualifying them to facilitate and improve the quality of health IT and business management systems across the healthcare setting.” *From the CAHIMS site* [*http://www.himss.org/asp/certification\_cahims.asp*](http://www.himss.org/asp/certification_cahims.asp)

**Where can I find CAHIMS content?**

CAHIMS content can be found at the following locations:

<http://hiteducation.org/hew-member-college-resources/curriculum-development-resources/cahims-exam-preparation-course/>

<https://www.dropbox.com/s/bp5qs0ko243lgay/CAHIMS%20Course%20Materials.zip>

**What is the relationship between CAHIMS and ONC materials?**

ONC and CAHIMS

ONC materials (approximately 1,000 hours of content) were created between 2010 and 2012 and cover a broad range of Health IT-related topics. The CAHIMS preparatory curriculum was designed to train students in health IT-related topics that are aligned with the CAHIMS certification exam. It includes selected ONC materials as well as other required readings and resources.

When citing ONC lectures in the dissemination documents, please refer to the ONC lecture numbering system (e.g., **Component 1, unit 3, lecture b**), not the CAHIMS lecture references found on the NTER site. ONC lecture references can be found at <http://onc-ntdc.info/>

**What are the prerequisites for the CAHIMS training program?**

Though there are no formal prerequisites, general computer literacy and a basic understanding of networks and databases are strongly recommended. Also, as mentioned above, it is designed for those with experience in either IT or healthcare.

**What are primary topics covered in CAHIMS?**

CAHIMS is composed of nine sections. The content is at a survey course (100 and 200) level.

* Healthcare Environment
* Leadership and Planning in Healthcare
* Professionalism and Communication Skills in Healthcare
* Health Information Technology Environment
* Privacy and Security
* Health Information Management Systems Analysis and Design
* Health Information Management Systems Selection and Acquisition
* Health Information Management Systems Implementation and Management
* Health Information Management Systems Testing and Evaluation

To view the content/course materials, please visit <https://www.nterlearning.org/web/guest/course-details?cid=912>

**What are CAHIMS learning outcomes?**

* Present basic characteristics, interrelationships, and services of different types of healthcare organizations
* Discuss the impact of commonly accepted laws, regulations, accreditation, and other state and local rules that govern the healthcare industry, with an emphasis on privacy and security
* Identify significant business trends affecting the healthcare field and discuss their potential impact on providers and customers
* Present best practices to support ethical behaviors, communication, leadership and professionalism in healthcare organizations
* Describe the role and characteristics of various IT applications and systems commonly used in healthcare
* Discuss significant technology trends affecting the health IT field
* Present organizational policies and procedures to ensure confidentiality, integrity, and availability of data
* Present the key steps, strategies and roles that support health information management systems analysis and design
* Present the key steps, strategies and roles that support health information management systems selection and acquisition
* Present the key steps, strategies and roles that support health information management systems implementation and management
* Present the key steps, strategies and roles that support health information management systems testing and evaluation
* Present the role of health IT specialists in each phase of the health information management systems lifecycle

**How does CAHIMS translate into courses and credits?**

Bellevue College will be packaging the content in two ways:

1. Nine courses (this request just came up recently; over the next month Bellevue will come up with recommendations for assigning credits to each of the nine sections.)
2. Three 5-credit classes. The sections have been assembled into the following three courses:

**Course 1: Healthcare Environment and Professional Skills**

Sections 1, 8 & 9 –5 credits

* Healthcare Environment (section 1 – about 6.5 hours of ONC lectures + other resources)
* Leadership and Planning (section 8 – about 6 hours of ONC lectures + other resources)
* Professionalism and Communications Skills (section 9 – about 8 hours of ONC lectures + other resources)

**Course 2: Health Technology Environment and Security**

Sections 2 & 7– 5 credits

* Technology Environment (section 2 – about 16.5 hours of ONC lectures + other resources)
* Privacy and Security (section 7 – about 6 hours of ONC lectures + other resources)

**Course 3:** **HIMS Systems Analysis, Implementation and Maintenance**

Sections 3, 4, 5 & 6 – 5 credits

* HIMS Analysis and Design (section 3 – about 6.5 hours of ONC lectures + other resources)
* HIMS Selection and Acquisition (section 4 – about 4.5 hours of ONC lectures + other resources)
* HIMS Implementation and Management (section 5 – about 5.5 hours of ONC lectures + other resources)
* HIMS Testing and Evaluation (section 6 – about 1.5 hours of ONC lectures + other resources)

**If we do not wish to offer CAHIMS through our institution, what are the mechanics of training our students through a central BC-sponsored program?**

1. You create the CAHIMS courses in your own registration system
2. Students register through your college.
3. An online course shell for each course is created at your college.
4. When students enter an online course site at your institution, they are re-directed to the relevant BC course on the NTER platform.
5. At the end of the quarter, BC conveys the grading information back to your college.
6. You enter grades into your college’s system.

**Where can I find more information about CAHIMS content?**

To view and download course materials from an LMS, go to <https://www.nterlearning.org/web/guest/search?keywords=CAHIMS&groupId=0>

To access in document format a) outlines of the nine sections, b) comprehensive course materials, c) and materials created for submission to a college curriculum committee, visit <http://hiteducation.org/hew-member-college-resources/curriculum-development-resources/> and look at the CAHIMS tab.

**Where can I find more information about the certification exam?**

Visit the following site: <http://www.himss.org/health-it-certification/cahims/exam?navItemNumber=13649>