

## Appendix A—HIIM Domains

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**HIIM Professional Domain Definition:** HIIM improves the quality of healthcare by ensuring the most timely and accurate information is available to make any healthcare decision. HIIM professionals manage healthcare data and information resources. The profession encompasses services in planning, collecting, aggregating, analyzing, and disseminating individual patient and aggregate clinical data. It serves the following healthcare stakeholders: patients, providers, patient care organizations, research and policy agencies, payers, and other healthcare-related entities.

Eighty (80) percent of all CEUs must be earned within the HIIM Domain, which is divided into the domain areas below.

The CCHIM provides the following list of examples of educational experiences. These educational experiences may include, but are not limited to, the following:

1. **Technology:** Application of existing and emerging technologies for the collection of clinical data, the transformation of clinical data to useful health information, and the communication and protection of information on analog (for example, paper or analog photographic film) or digital media (for example, magnetic tape, optical disk, CD, or DVD).

Topics include, but are not limited to:

- Electronic health records (EHRs)
- HIIM software applications (encoders, patient information management systems, and chart management)
- Personal health record (PHR)
- Health information exchange (HIE)
- Speech recognition

2. **Management Development:** Application of organizational management theory and practices in addition to human resource management techniques to improve departmental adaptability, innovation, service quality, and operational efficiency.

Topics include but are not limited to:

- Project management
- Training and development
- Work design
- Employee hiring and retention

3. **Clinical Data Management:** Applications and analysis of quality and clinical resources appropriate to the clinical setting. Includes database management and coding compliance using CPT, ICD-9-CM, or other specialized coding systems within the prospective or payment system to ensure quality and cost effectiveness of the rendered services (for example, data integrity, quality of documentation, and clinical efficiency).

Topics include, but are not limited to:

- ICD-9-CM/CPT/HCPCS
- Prospective payment systems (for example, DRG and APC)
- ICD-10
- Registries

4. **Performance Improvement:** Development and application of quality processes to ensure quality data is generating consistent, timely quality information. Developing systems that are flexible and adaptable in a con-

stantly changing healthcare environment (for example, e-HIM®, regulatory changes, and new technology.)

Topics include, but are not limited to:

- Outcomes data management
- Revenue cycle management
- Clinical practice guidelines
- Remote coding or computer-assisted coding

5. **External Forces:** Study of regulatory requirements and the development of appropriate compliance initiatives for policies, procedures, protocols, and technology for hospitals, specialty facilities, and other healthcare providers. Includes the development of systems (for example, e-HIM®) to implement required practices for the Joint Commission and other accrediting bodies and federal and state rules and regulations (for example, The Centers for Medicare and Medicaid Services, and HIPAA).

Topics include, but are not limited to:

- OIG work plan
- HIPAA
- Compliance
- Legal or regulatory update
- CCHIT accreditation

6. **Clinical Foundations:** Understanding of human anatomy and physiology; the nature of disease processes; and the protocols of diagnosis and treatment of the major diseases to include common drugs and laboratory and other tests used for the diagnosis and treatment of disease. Practice the ability to apply this knowledge to the reading, coding, and abstracting of medical information to support quality patient care and associated databases.

Topics include, but are not limited to:

- Pathophysiology
- Pharmacology
- Clinical intervention
- Diagnostic and laboratory testing
- Telemedicine

7. **Privacy and Security:** Understanding and application of current healthcare regulations that promote protection of medical information and the electronic transmission of health information. Acting as the patients' advocate, helping them understand their rights in regard to protected health information on any applicable analog or digital medium.

Topics include, but are not limited to:

- Release of information
- Confidentiality
- Personal health information
- Security risk assessment
- Security audit
- Privacy risk assessment