

HIMR Proviso

Candidates with a bachelor's degree from a regionally accredited college or university AND have earned a certificate of the degree from a Commission of the Accreditation of Health Informatics and Information Management Education (CAHIIM) accredited HIM program are eligible to sit for the RHIA exam. Graduates of programs that have closed or are no longer accredited, but were at the time the person graduated and received their certificate of the degree, are also eligible to sit the RHIA exam.

Comparison and Resources to Support RHIA Exam Preparation

This tool is provided as a resource for those RHIT credential holders that are preparing for the RHIA examination under the above proviso eligibility. The table below compares the current RHIA exam content to the current RHIT exam content to assist you in determining focus areas for exam preparation. All associated resources are available in the [AHIMA Store](#). The designation in parentheses following the resource title is the product category where the item will be found and has been provided to simplify your search.

RHIA Domain	RHIT Exam	RHIA Exam Preparation Resources
Domain 1 – Data Content, Structure & Standards (Information Governance) (18-22%)		
A. Classification Systems		Registered Health Information Administrator (RHIA) Exam Preparation, Fifth Edition (Books)
A1. Code diagnosis and procedures according to established guidelines	X	
B. Health Record Content & Documentation		RHIA Exam Prep Series (Online Education)
B1. Ensure accuracy and integrity of health data and health record documentation (paper or electronic)	X	Registered Health Information Administrator (RHIA) Online Practice Exam (Online Education)
B2. Manage the contents of the legal health record (structured and unstructured)		
B3. Manage the retention and destruction of the legal health record	X	
C. Data Governance		Health Information Management: Concepts, Principles and Practices, Fourth Edition (Books)
C1. Maintain data in accordance with regulatory requirements	X	Healthcare Data Content and Structure (Online Education)
C2. Develop and maintain organizational policies, procedures, and guidelines for management of health information	X	
D. Data Management & Secondary Data Sources		
D1. Manage health data elements and/or data sets	X	
D2. Assist in the maintenance of the data dictionary and data models for database design	X	
D3. Manage and maintain databases (e.g., data migration, updates)	X	
Domain 2 – Information Protection: Access, Disclosure, Archival, Privacy & Security (23-27%)		
A. Health Law		Registered Health Information Administrator (RHIA) Exam Preparation, Fifth Edition (Books)
A1. Maintain healthcare privacy and security training programs		
A2. Enforce and monitor organizational compliance with healthcare information laws, regulations and standards	X	RHIA Exam Prep Series (Online Education)

(e.g., audit, report and/or inform)		
B. Data Privacy, Confidentiality, and Security		Registered Health Information Administrator (RHIA) Online Practice Exam (Online Education)
B1. Design policies and implement privacy practices to safeguard Protected Health Information		
B2. Design policies and implement security practices to safeguard Protected Health Information		Health Information Management: Concepts, Principles and Practices, Fourth Edition (Books)
B3. Investigate and resolve healthcare privacy and security issues/breaches		Fundamentals of Law for Health Informatics and Health Information Management, Second Edition (Books)
C. Release of Information		
C1. Manage access, disclosure, and use of Protected Health Information to ensure confidentiality	X	
C2. Develop policies and procedures for uses and disclosures/redisclosures of Protected Health Information		
Domain 3 – Informatics, Analytics & Data Use (22-26%)		
A. Health Information Technologies		Registered Health Information Administrator (RHIA) Exam Preparation, Fifth Edition (Books)
A1. Implement and manage use of, and access to, technology applications		
A2. Evaluate and recommend clinical, administrative, and specialty service applications (e.g., financial systems, electronic record, clinical coding)		RHIA Exam Prep Series (Online Education)
B. Information Management Strategic Planning		Registered Health Information Administrator (RHIA) Online Practice Exam (Online Education)
B1. Present data for organizational use (e.g., summarize, synthesize, and condense information)		
C. Analytics & Decision Support		Health Information Management: Concepts, Principles and Practices, Fourth Edition (Books)
C1. Filter and/or interpret information for the end customer		
C2. Analyze and present information to organizational stakeholders		
C3. Use data mining techniques to query and report from databases		Calculating and Reporting healthcare Statistics, Fourth Edition (Books)
D. Healthcare Statistics		
D1. Calculate healthcare statistics for organizational stakeholders		
D2. Critically analyze and interpret healthcare statistics for organizational stakeholders (e.g., CMI)		Quality and Performance Improvement in Healthcare, Fifth Edition (Books)
E. Research Methods		Health Data Analysis Toolkit (Toolkits)
E1. Identify appropriate data sources for research		
F. Consumer Informatics		Information Governance Toolkit (Toolkits)
F1. Identify and/or respond to the information needs of internal and external healthcare customers		
F2. Provide support for end-user portals and personal health records		Statistics Course (Online Education)

G. Health Information Exchange		
G1. Apply data and functional standards to achieve interoperability of healthcare information systems		
G2. Manage the health information exchange process entity-wide		
H. Information Integrity and Data Quality		
H1. Apply data/record storage principles and techniques associated with the medium (e.g., paper-based, hybrid, electronic)		
H2. Manage master person index (e.g., patient record integration, customer/client relationship management)		
H3. Manage merge process for duplicates and other errors entity-wide (e.g., validate data sources)		
Domain 4 – Revenue Management (12-16%)		
A. Revenue Cycle & Reimbursement		Registered Health Information Administrator (RHIA) Exam Preparation, Fifth Edition (Books)
A1. Manage the use of clinical data required in reimbursement systems and prospective payment systems (PPS)		
A2. Optimize reimbursement through management of the revenue cycle (e.g., chargemaster maintenance, DNFB, and AR days)		RHIA Exam Prep Series (Online Education)
B. Regulatory		Registered Health Information Administrator (RHIA) Online Practice Exam
B1. Prepare for accreditation and licensing processes [e.g. Joint Commission, Det Norske Veritas (DNV), Medicare, state regulators]		
B2. Process audit requests (e.g., RACs or other payors, chart review)		Health Information Management: Concepts, Principles and Practices, Fourth Edition (Books)
B3. Perform audits (e.g., chart review, POC)		
C. Coding		Basic Current Procedural Terminology/HCPSC Coding, 2016 Edition (Books)
C1. Manage and/or validate coding accuracy		
D. Fraud Surveillance		Basic ICD-10- CM and ICD-10 PCS Coding 2017 (Books)
D1. Participate in investigating incidences of medical identity theft		
E. Clinical Documentation Improvement		AHIMA Query Toolkit (Toolkits)
E1. Query physicians for appropriate documentation to support reimbursement		
E2. Educate and train clinical staff regarding supporting documentation requirements		Clinical Documentation Improvement Toolkit (Toolkits)
		Healthcare Reimbursement Audit Toolkit (Toolkits)

		Coding Practice Course(s) (Online Education)
Domain 5 – Leadership (12-16%)		
A. Leadership Roles		Registered Health Information Administrator (RHIA) Exam Preparation, Fifth Edition (Books)
A1. Develop, motivate, and support work teams and/or individuals (e.g., coaching, mentoring)	A2. Organize and facilitate meetings	
A3. Advocate for department, organization and/or profession		
B. Change Management		RHIA Exam Prep Series (Online Education)
B1. Participate in the implementation of new processes (e.g., systems, EHR, CAC)		Registered Health Information Administrator (RHIA) Online Practice Exam (Online Education)
B2. Support changes in the organization (e.g., culture changes, HIM consolidations, outsourcing)		Health Information Management: Concepts, Principles and Practices, Fourth Edition (Books)
C. Work Design & Process Improvement		Project Management Essentials (Online Education)
C1. Establish and monitor productivity standards		
C2. Analyze and design workflow processes		
C3. Participate in the development and monitoring of process improvement plans		
D. Human Resources Management		
D1. Perform human resource management activities (e.g., recruiting staff, creating job descriptions, resolving personnel issues)		
E. Training & Development		
E1. Conduct training and educational activities (e.g. HIM systems, coding, medical and institutional terminology, documentation and regulatory requirements)		
F. Strategic & Organizational Management		
F1. Monitor industry trends and organizational needs to anticipate changes		
F2. Determine resource needs by performing analyses (e.g., cost benefit, business planning)		
F3. Assist with preparation of capital budget		
G. Financial Management		
G1. Assist in preparation and management of operating and personnel budgets		
G2. Assist in the analysis and reporting on budget variances		
H. Ethics		

H1. Adhere to the AHIMA code of ethics		
I. Project Management		
I1. Utilize appropriate project management methodologies		
J. Vendor/Contract Management		
J1. Evaluate and manage contracts (e.g., vendor, contract personnel, maintenance)		
K. Enterprise Information Management		
K1. Develop and support strategic and operational plans for entity-wide health information management		
Additional Resources		
AHIMA Toolkits Journal of AHIMA Blogs Journal of AHIMA AHIMA Practice Briefs		

* Please note: This comparison considers the current RHIT exam content.