

**Western Dakota Technical Institute
800 Mickelson Drive
Rapid City, SD 57703-4018**

Master Syllabus

Course Number: HC 145
Course Name: Electronic Health Records
Credits: 2
Contact Hours: 1 lecture, 2 lab

Course Description: This course will give students the foundation of knowledge and skill to utilize electronic health records in various healthcare settings.

Prerequisites: None

Textbooks: <http://bookstore.wdt.edu>

Materials: Access to a computer and internet and an electronic storage device

Student Learning Outcomes: Students will be able to:

- Discuss the history of the EHR as well as the perceived obstacles and benefits.
- Apply the basic HIPAA regulations for an EHR along with the various government regulations guiding health informatics.
- Demonstrate knowledge of basic data setup of new patients, insurance companies, and clinical addresses, administrative activities including patient scheduling and tracking, sending reminders, messages and email.
- Demonstrate how to build an electronic face sheet, order tests, create letters, chart patient vital signs, create a medical note, and import documents to the patient chart.
- Utilize the EHR to track wellness screenings, produce super bills, and conduct drug/allergy checks.

Assessment: The student learning outcomes of this course address the following core abilities: analytical skills, communication skills, technology skills, and employability.

ADA Accommodations: Students Rights to Assistance or Accommodations: Western Dakota Technical Institute (hereinafter WDT) does not discriminate on the basis of disability. If you have a disability as defined by federal or state law, including a temporary disability related to pregnancy and/or parenting as a result of a medical necessity due to childbirth, WDT will provide reasonable accommodations including but not limited to architectural access, aids and services necessary for effective communication, and modification of its policies and procedures. Students with a disability who are requesting an accommodation should contact your instructor and the Student Success Director who serves as the disability coordinator as early as possible in the semester.

Notice of Non-Discrimination: WDT will not tolerate racism, discrimination, harassment, exploitation or victimization of students, school employees, non-employees, or any person who is an invitee of WDT for any reason, including but not limited to race, color, ethnic background, national origin, pregnancy, student marital status, religion, creed, age, sex, citizenship, political

affiliation, mental and/or physical challenge, disability, sexual orientation, gender identity, or status as a veteran. WDT is committed to providing an environment free from harassment and other forms of discrimination for students, employees, non-employees and its invitees. The following person has been designated to handle inquiries or complaints regarding the non-discrimination policies: Student Success Director