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|  | **SOUTH DAKOTA BOARD OF REGENTS**ACADEMIC AFFAIRS FORMS |
| Existing Courses: Minor Modifications |
|  |  |

Use this form to request minor modifications of existing unique and common courses. Consult the system course database for information about existing courses before submitting this form. If the course revision is for an approved General Education course, please see the Revision to General Education Requirements Form.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| DSU |  | Health Informatics & Information Management |  | Dr. Renae Spohn |  | 10/31/2022 |
| **Institution** |  | **Division/Department** |  | **Originator** |  | **Date** |
|  |  |  |  |  |  |  |
| Dr. Renae Spohn |  | BIS/Dr. Dorine Bennett |  |  |  | Click here to enter a date. |
| **Department Chair** |  | **School/College Dean** |  | **Institutional Approval Signature** |  | **Date** |

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**Section 1. Existing Course Title and Description**

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| --- | --- | --- |
| **Prefix & No.** | **Course Title** | **Credits** |
| HIM 150 | Introduction to Digital Health Informatics & Health Info Management | 3 |

|  |  |
| --- | --- |
| **Effective Date:** | 8/1/2023 |

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| **This course is a (*Place an “X” in the appropriate box*):** |
|[x]  **Unique Course (see section 2)** |  |[ ]  **Common Course (see section 3)** |

**Section 2. Unique Courses: Requested Minor Modifications**

***Place an “X” in the appropriate boxes*.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Current** |  | **New** |
|[ ]  **Prefix change**  |  | to |  |

|  |  |  |  |
| --- | --- | --- | --- |
|[ ]  **Course Number change**  |  | to |  |

*NOTE: You may only change a unique course number to a number not currently used in “active” status at another university. Consult the system database.*

|  |  |  |  |
| --- | --- | --- | --- |
|[x]  **Credit hours**  | 3 | to | 4 |

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| --- | --- | --- | --- |
|[ ]  **Course pre-requisites**  |  | to |  |

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| --- | --- | --- | --- |
|[ ]  **Course co-requisites**  | HIM 101 | to | None |

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| --- | --- | --- | --- |
|[ ]  **Registration restriction**  |  | to |  |

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| --- | --- | --- | --- |
|[ ]  **Enrollment limitation**  |  | to |  |

|  |  |  |  |
| --- | --- | --- | --- |
|[ ]  **Repeatable for additional credit** |  | to |  |

|  |  |  |  |
| --- | --- | --- | --- |
|[ ]  **Grading option**  |  | to |  |

|  |  |
| --- | --- |
|[ ]  **Course title change** |  |

*NOTE: The Enrollment Services Center assigns the short, abbreviated course title that appears on transcripts. The short title is limited to 30 characters (including spaces); meaningful but concise titles are encouraged due to space limitations in the student information system.*

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|[ ]  **Cross-listing and equating with** |  |

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| --- |
|[ ]  **Dual-listing at 400/500 level** |

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|[x]  **Course description (that does not change course content). Complete table below:** |

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| *Existing description:* |
| Introduction to the basic concepts and techniques for maintaining health record systems in acute care, ambulatory care, long term care, home care, behavioral health care, and other settings of care.  Health record concepts include storage and retrieval; the use and structure of healthcare data and data sets; quantitative and qualitative analysis of healthcare data; forms design; release of information; indices and registers; and the accreditation, certification, and licensure standards applicable to healthcare data.  Secondary data sets for multiple settings will be explored.  Concepts incorporated into laboratory and computer experience.   |

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| *New description:* |
| Introduction to Health Informatics and Information Management profession and the basic concepts and techniques for maintaining health record systems in acute care, ambulatory care, long term care, home care, behavioral health care, and other settings of care.  Health record concepts include storage and retrieval; the use and structure of healthcare data and data sets; quantitative and qualitative analysis of healthcare data; forms design; release of information; indices and registers; and the accreditation, certification, and licensure standards applicable to healthcare data.  Secondary data sets for multiple settings will be explored.  Concepts incorporated into laboratory and computer experience.   |
| Note: Course descriptions are short, concise summaries that typically do not exceed 75 words. DO: Address the content of the course and write descriptions using active verbs (e.g., explore, learn, develop, etc.). DO NOT: Repeat the title of the course, layout the syllabus, use pronouns such as “we” and “you,” or rely on specialized jargon, vague phrases, or clichés. |

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|[x]  **Add course in x9x series** |
| *CIP Code:* |  |

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| --- | --- | --- | --- |
| *New CIP Code for this university?* |  |[ ]  Yes |[ ]  No |

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| *Will this university’s sections of the course be limited to S/U (pass/fail)?* |

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| --- | --- | --- |
|  |[ ]  Yes |[ ]  No |

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| --- | --- |
|[ ]  **Delete Course (effective date):** | Click here to enter a date. |

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| **Justification for changes indicated in Section 2:** |
| Online orientation by Online Services will incorporate majority of content from HIM 101. Introduction to the HIIM profession as a career will be incorporated into HIM 150. |

**Section 3. Common Courses: Requested Minor Modifications**

***Place an “X” in the appropriate boxes*.**

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| --- | --- | --- | --- | --- |
|  |  | **Current** |  | **New** |
|[ ]  **Credit hours (within variable limits)**  |  | to |  |

|  |  |  |  |
| --- | --- | --- | --- |
|[ ]  **University specific co-requisites**  |  | to |  |

|  |  |
| --- | --- |
|[ ]  **Cross-listing and equating with** |  |

|  |
| --- |
|[ ]  **Dual-listing at 400/500 level** |

|  |
| --- |
|[ ]  **Add course in x9x series** |
| *CIP Code:* |  |

|  |  |  |
| --- | --- | --- |
| *New CIP Code for this university?* |[ ]  Yes |[ ]  No |

|  |
| --- |
| *Will this university’s sections of the course be limited to S/U (pass/fail)?* |

|  |  |  |
| --- | --- | --- |
|  |[ ]  Yes |[ ]  No |

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| --- | --- | --- | --- |
|[ ]  **x9x grading method**  |  | to |  |

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| **Justification for changes indicated in Section 3:** |
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**Section 4. Department and Course Codes (Completed by University Academic Affairs)**

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| 1. **University department code:**
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| 1. **Banner department code:**
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| --- | --- |
| 1. **Change university department code to:**
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