

## Program Description

### **GAINFUL EMPLOYMENT DISCLOSURE**

As part of new federal regulations, LLU is providing required information regarding the following gainful employment (GE) program. The following link will provide information regarding the cost of the certificate, financing available, median debt, normal timeframe for completion, and job placement rates for students that have completed this program. To view this information, [Click Here](#).

### **PROFESSION**

The success of a team of health care professionals will need to have the information organized so that decisions and patient care plans can be made. The health information administrator will bring together data to assist the health care team, the patient, and the administration staff. The student who has interests in computer science, business management, the law, and medicine will find the role of the health information administrator challenging and rewarding. Health information administrators find many opportunities in policy-making, financial management, decision support and research in varying sectors of the health industry. Once known as medical record librarians, today's administrators need more information and understanding as they bring together all of the data available as a policy is made or as a patient is treated. A person who is interested in how information is processed and retained will find this role challenging, as well as satisfying. Cutting-edge technology, which is always changing, plays a big part in the arena of information management.

### **PROGRAM**

The Health Information Administration Certificate program is designed for the professional who has a bachelor's degree. An RHIT credential is not required. The program involves seven quarters of instruction and clinical affiliations. The academic load varies between a total of 78 and 85 units depending on the student's experience, as well as previous instruction received.

### **PROFESSIONAL REGISTRATION AND CERTIFICATION**

Upon completion of the certificate, the graduate is eligible to write the qualifying examination of the American Health Information Management Association for the designation of RHIA (Registered Health Information Administrator).

## Program Length

Between 78 to 85 quarter units, or about 2 years

## Possible Careers

Health Information Administration, Management, Health Care Administration, Leadership

## Application Deadlines

| Quarter        | Application Open | Priority Deadline | Final Deadline |
|----------------|------------------|-------------------|----------------|
| Autumn of 2020 | Dec 1, 2019      | —                 | Jul 1, 2020    |

## Admissions Requirements

The student must have earned a bachelor's degree at an accredited college or university, and have a minimum GPA of 2.5. C-minus grades are not acceptable for transfer credit.

## Prerequisites

- Human anatomy and physiology with lab (complete sequence)
- Medical terminology
- Intermediate algebra
- Psychology elective (one course)
- Business communications

## Discipline Accrediting Agency

The Health Information Administration Program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM), 233 North Michigan Avenue, Suite 2150, Chicago, IL 60601-5519.

## Expected Cost of Attendance

### Academic Year

| Year of Program:                              | Year 1          | Year 2          |
|---|-----------------|-----------------|
| Tuition                                       | \$18,480        | \$18,060        |
| Fees  | \$2,715         | \$2,715         |
| Books & Supplies                              | \$4,200         | \$2,000         |
| Instruments                                   | —               | —               |
| Misc (e.g., Boards, Licensing exam, Uniforms) | —               | —               |
| <b>Total</b>                                  | <b>\$25,395</b> | <b>\$22,775</b> |

## Notes

Expected costs for the academic year are based on full time attendance. From year to year, increases are anticipated consistent with inflation in the professional education sector.

## Estimated Living Expenses

**Academic Year , off campus, with a roommate**

| Year of Program:  | Year 1   | Year 2   |
|-------------------|----------|----------|
| Months enrolled   | 9        | 9        |
| Room & Board      | \$12,645 | \$12,645 |
| Transportation    | \$2,880  | \$2,880  |
| Personal Expenses | \$2,070  | \$2,070  |

**Notes**

- Amounts are what a student can apply to borrow for the number of months shown in each academic year based on living off campus with a roommate and not with a relative.
- International students need to calculate 12 months of living expenses based on the numbers listed here.
- In general, to qualify for financial aid a student must be enrolled at least half time taking degree requirements. Half time is 6 units in a quarter for undergraduate programs and 4 units in a quarter for graduate programs.