Are you a busy professional looking to break into the field of medical records? Do you have an unrelated bachelor’s degree? Regis University’s Post-Baccalaureate Certificate in Health Information Management (HIM) offers you the opportunity to solidify your experience by earning the requisite credentials in the shortest amount of time. The certificate in HIM curriculum requires completion of 57 semester hours and can be completed in 24-30 months. Individuals who already possess the Registered Health Information Technician (RHIT) credential are awarded credit for specific coursework previously completed. Upon completing the certificate in HIM program, graduates are eligible to sit for the Registered Health Information Administrator (RHIA) credential exam. Graduates may use this credential anywhere in the U.S. and some international locations.

**CERTIFICATE REQUIREMENTS**

Courses are offered online

**Department Requirements (11 credit hours)**
- HSC 240 – Human Anatomy & Physiology I
- HSC 241 – Human Anatomy & Physiology II
- HSC 310 – Medical Terminology (3 credit hours)
- CIS 313 – Introduction to Database Concepts

**Course Requirements (40 credit hours)**
- HIM 313 – Intro to Health Information Management
- HIM 320 – Human Disease & Pharmacology
- HIM 350 – Disease Classification Systems
- HIM 385 – Directed Practice (3 credit hours)
- HIM 415 – HIM Systems & Data Structures
- HIM 430 – Fundamentals of Law for HI & IM
- HIM 435 – Design and Selection of IT Systems in Health Care
- HIM 445 – Management of eHIM and Information Governance
- HIM 450 – Health Care Informatics & Information Systems
- HIM 451 – Reimbursement in Health Care Settings
- HCA 458 – Strategic & Project Management in Health Care Settings OR CIS 448 – IT Project Management
- HIM 460 – Health Statistics & Research Methods
- HIM 470 – Organizational Management
- HIM 480 – Administration of HIM Services
- HIM 485 – Management Practicum (3 credit hours)

**Total Certificate Requirements = 57 credit hours**

**ADMISSION REQUIREMENTS**

- Completed application with $50.00 fee
- Official bachelor’s transcript(s) with minimum 2.5 GPA
- Current resume and personal statement
- Two recommendation forms

To start your application and learn about additional admission requirements, visit [Regis.edu/CCIS](http://Regis.edu/CCIS).

**TUITION (2015-16 ACADEMIC YEAR)**

- Online tuition: $485 per credit hour
- Background check and drug test: $95

**START DATES (2015-16 ACADEMIC YEAR)**

Courses are offered in 8-week formats

- Summer Term 06/29/2015
- Fall Term 08/24/2015
- Fall Term 10/19/2015
- Spring Term 01/11/2016
- Spring Term 03/07/2016
- Summer Term 05/02/2016

Please contact a Regis admissions counselor for application deadlines at 800.944.7667.

**GET STARTED TODAY**

Working with you one-on-one, your Regis admissions counselor can help you decide which program is the best fit for your goals, what options can save you time and money and assist with the online application process.

800.944.7667  ruadmissions@regis.edu  regis.edu/CCIS

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