

Laboratory Components

The professional curriculum encompasses medical science, technology and management. Many of the professional courses have a laboratory component that allows students to practice technical activities using current medical and general office software in a dedicated, up-to-date computer laboratory.

Professional Practice Experience (PPE)

Students complete two professional practice experiences (PPE) of 160 hours each. Junior students may elect to complete their PPE as a directed practice one day a week during fall and spring semesters, or as a one-month block during the summer following the junior year. The senior PPE is scheduled for one month during the spring semester of the senior year. Students are responsible for a fee for liability insurance. In addition they are responsible for expenses connected to the PPE such as transportation and meals.

Comprehensive Examinations Required

Students are required to score at least 75% on each of two comprehensive examinations in order to graduate. The junior year comprehensive examination consists of a series of nine short examinations in content areas. Students are allowed to take a second examination in the content areas in which they scored less than 75%. The senior year comprehensive examination consists of 160 questions and is given at the end of the last required course. Students that fail to score at least 75% are allowed to take one additional examination.

Professional Certification

Professional certification is achieved by passing the registration examination administered by the American Health Information Management Association (AHIMA). Eligibility to write this examination is based on the successful completion of a baccalaureate degree program or a post-baccalaureate certificate program accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

THE UNIVERSITY

Founded in 1867, as a teacher training school, Chicago State University, the oldest public university in the Chicago metropolitan area, is a fully accredited multipurpose university.

ACADEMICS

The University offers undergraduate and graduate degree-granting programs in four colleges—Health Sciences, Arts and Sciences, Business, and Education—as well as non-traditional and extension courses. The University operates on the semester system—two 15 week semesters (fall and spring) and two six week summer sessions.

OUR FACULTY

The University has 300 full-time and 117 part-time faculty with eighty-seven percent holding a doctorate or equivalent terminal degree. There is a faculty-student ratio of 1:19 and an average class size of 19.

OUR CAMPUS

A veritable forest in the midst of the city, the University campus is a beautiful natural environment set on 161 wooded acres.

ENROLLMENT

The University's culturally diverse student body is comprised of students from the Chicago metropolitan area, several states and foreign countries. The University's residence life and the activities of more than 50 student organizations offer a stimulating living-learning-service experience that nurtures personal development and individual success.

EXPANDED HORIZONS

Students benefit from internships and other beyond-the-classroom learning opportunities in metropolitan Chicago and around the world. These experiences expand career options and prepare our students for citizenship and leadership in the global community

ADMISSIONS

Chicago State University welcomes applications from prospective transfer, international, nontraditional and professional students.



**For more information,
please visit, call or email:**

Dept. of Health Information Administration
Business & Health Sciences Building, Room 610
9501 South King Drive
Chicago, IL 60628
Phone: (773) 995-2552
E-Mail: csu-hia@csu.edu

Web: www.csu.edu/collegeofhealthsciences/HealthInformationAdministration/index.htm

Admissions	(773) 995-2513
Graduate Studies	(773) 995-2404
Financial Assistance	(773) 995-2304
Bursar's Office	(773) 995-2470

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CHICAGO STATE UNIVERSITY

COLLEGE OF HEALTH SCIENCES

Department of Health Information Administration



**Bachelor of Science,
Health Information Administration**

**Post-Baccalaureate Certificate,
Health Information Administration**

Department of Health Information Administration

The Department of Health Information Administration (HIA) offers a four-year program that leads to a Bachelor of Science degree and a Post-baccalaureate Certificate in Health Information Administration. The two programs are designed to prepare graduates for employment as health information administrators in hospitals, clinics, health agencies, health information systems, medical research programs or any other health related organizations.

The Department of Health Information Administration (HIA) functions within the philosophy of the university and accepts the central mission of the institution, which is to promote the educational achievement of undergraduates, and to prepare them for a life of work and participation in a democratic, urban, diverse and multicultural society. The HIA faculty members believe that their overall contribution to the university's commitment to students and to society is through the preparation of graduates for a career in health information management.

The Department of Health Information Administration at Chicago State University is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

BS Degree Program Admission Requirements

Entering freshmen and transfer students must meet the general admission requirements of the university and successfully complete the required university examinations and courses in English, mathematics and reading along with the federal and state constitution examinations. The mathematics examination may be waived for those students who have successfully completed college algebra and a basic course in statistics at an accredited institution. The federal and state constitution examinations may be waived if Political Science 101 is taken as a social science elective and successfully passed. The Department will accept only those prerequisite courses and courses in the major with a grade of C or higher.

Admission to the professional program is based on the following requirements and acceptance by the Department Admissions Committee. All students must complete the prescribed prerequisites as specified in the current curriculum pattern with a grade of C or higher, have at least a GPA of 2.5 on a 4.0 scale, and submit a formal application that includes:

- Three recommendations on the prescribed College of Health Sciences form mailed directly to the HIA Department by the evaluators.
- Completed application form.
- An essay.

Applications and supporting documents should be received in the Dept. of Health Information Administration by March 31 to be considered, for Fall admission to the professional program. If all places are not filled, applications will continue to be received until July 15.

Post-Baccalaureate Certificate Program Admission Requirements

Admission to the program is based on the following requirements and acceptance by the Department Admissions Committee. All students must:

- Have an earned bachelor's degree in any field from a regionally accredited college or university.
- Have a GPA of at least 3.0 on a 4.0 scale for the last 60 hours of study. Conditional admission may be allowed for applicants with a GPA of 2.75.
- Complete the following prerequisites or their equivalents with a grade of at least a C in all courses: BIOL 108, ZOOL 250, PSLY 204, MATH 210, ENG 279, MGMT 260, HIA 200 and HIA 201. Students may be admitted conditionally to complete prerequisite courses at CSU.
- Present a completed application, essay and three recommendations mailed directly to the School of Graduate Studies, Chicago State University, 9501 S. King Drive / Lib 338, Chicago, IL 60628.

Students may transfer in professional level courses if they have not been a part of their bachelor degree study.

Applications and supporting documents should be received by the School of Graduate Studies by March 31 to be considered for Fall admission to the professional program. If all places are not filled, applications will continue to be received until July 15.

Program of Study

Curriculum Pattern, Pre-professional Courses BS Degree

Freshman Year

<i>Fall</i>	<i>Spring</i>
ENG 127 3 hrs	ENG 128 3 hrs
BIOL 108 3 hrs	PSYC 141 3 hrs
MATH 162 3 hrs	PSYC 231, 357 3 hrs
	or MATH 210
Foreign Lang 3 hrs	Foreign Lang 3 hrs
SPCH 203 3 hrs	HIA 107 3 hrs
15 hrs	15 hrs

Sophomore Year

<i>Fall</i>	<i>Spring</i>
ZOOL 250 4 hrs	ENG 279 3 hrs
HIA 200 3 hrs	PSLY 204 4 hrs
HIA 201 3 hrs	MGMT 260 3 hrs
Phys Sci Elec. 3 hrs	Soc Sci Elec. 3 hrs
ECON 100 or 3 hrs	HSC 321 3 hrs
GEOG 100 or	
POL 100	
15 hrs	16 hrs

Curriculum Pattern, Professional Courses BS Degree and Post-Baccalaureate Certificate

Junior Year

<i>Fall</i>	<i>Spring</i>
HIA 204 3 hrs	HIA 211 3 hrs
HIA 205 4 hrs	HIA 212 4 hrs
HIA 207 3 hrs	HIA 213 4 hrs
HIA 209 3 hrs	HIA 214 2 hrs
HIA 210 3 hrs	HIA 216 3 hrs
16 hrs	16 hrs

Summer

HIA 217 3 hrs

Senior Year

<i>Fall</i>	<i>Spring</i>
HIA 307 7 hrs	HIA 311 3 hrs
HIA 308 2 hrs	HIA 312 3 hrs
HIA 309 3 hrs	HIA 314 3 hrs
HIA 313 3 hrs	HIA 315 3 hrs
15 hrs	12 hrs