

# Health Information Technology (HIT)

Associate in Specialized Technology (AST)\*



Health information technicians help organizations to maintain and organize Electronic Healthcare Records (EHRs) and patient information using computer software and health information systems. They handle confidential patient information and work in a variety of settings including hospitals, medical facilities, insurance companies, government agencies, and other environments.

Job duties may include organizing, analyzing, and evaluating health records; coding medical records for insurance reimbursement; maintaining and using health indexes and registers for continuing education, research, and healthcare planning; inputting and retrieving computerized health data; and controlling the usage and release of health information.

Through a comprehensive educational training program including attention to theory, practice and application, students in the HIT program will develop the knowledge, skills and competencies to succeed in the health information field.

**Employment of health information technicians is projected to grow 13% from 2016 to 2026, faster than the average for all occupations. The demand for health services is expected to increase as the population ages.**

*Source Bureau of Labor Statistics, Occupational Outlook Handbook 01/29/19*



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## The HIT Program Prepares Students to:

- Demonstrate the ability to utilize various software applications and systems used in healthcare settings such as Electronic Health Records (EHRs), Master Patient Indexes (MPIs), encoders, spreadsheets, and databases
- Follow billing and coding procedures to submit insurance claims for reimbursement
- Apply diagnosis/procedure codes to inpatient records using ICD-10-CM and ICD-10-PCS
- Apply diagnosis/procedure codes to outpatient records using ICD-10-CM and CPT-4
- Adhere to licensure, accreditation and certification regulations in the various healthcare settings
- Apply the Health Insurance Portability and Accountability Act (HIPAA) and other regulations regarding confidentiality of patient information to workplace scenarios
- Utilize reimbursement methodologies in the various healthcare settings
- Analyze data to identify trends

*(Available at State College & Altoona campuses)*

## Example Career Opportunities

***Inpatient and/or  
Outpatient Coder***

***Health Information  
Technician***

***Medical Records  
Analyst***

***Health Data Analyst***

***Billing Assistant***

**CAHIIM<sup>®</sup>**

This is a CAHIIM Accredited\* Two-Year Associate in Specialized Technology (AST) Degree Program.

For more information about the HIT programs, courses, and faculty members, please visit **[www.southhills.edu/HIT](http://www.southhills.edu/HIT)**

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