

## Health Science: Health Informatics Career Pathway Plan of Study for ▶ Learners ▶ Parents ▶ Counselors ▶ Teachers/Faculty

This Career Pathway Plan of Study (based on the Health Informatics Pathway of the Health Science Career Cluster) can serve as a guide, along with other career planning materials, as learners continue on a career path. Courses listed within this plan are only recommended coursework and should be individualized to meet each learner's educational and career goals. \*This Plan of Study, used for learners at an educational institution, should be customized with course titles and appropriate high school graduation requirements as well as college entrance requirements.

EDUCATION LEVELS	GRADE	English/ Language Arts	Math	Science	Social Studies/ Sciences	Other Required Courses Other Electives Recommended Electives Learner Activities	*Career and Technical Courses and/or Degree Major Courses for Health Informatics Pathway	SAMPLE Occupations Relating to This Pathway			
<i>Interest Inventory Administered and Plan of Study Initiated for all Learners</i>											
<b>SECONDARY</b>	9	English/ Language Arts I	Algebra I	Earth or Life or Physical Science	State History Civics	All plans of study should meet local and state high school graduation requirements and college entrance requirements. Certain local student organization activities are also important including public speaking, record keeping and work-based experiences. A foreign language is recommended.	<ul style="list-style-type: none"> <li>Health Science I: Introduction to Health Science</li> <li>Information Technology Applications</li> </ul>	<b>Occupations Requiring Less than Baccalaureate Degree</b> <ul style="list-style-type: none"> <li>▶ Admitting Clerk</li> <li>▶ Community Services Specialist</li> <li>▶ Data Analyst</li> <li>▶ Data Information Manager</li> <li>▶ Health Information Coder</li> <li>▶ Medical Assistant</li> <li>▶ Medical Biller</li> <li>▶ Medical Information Technologist</li> <li>▶ Patient Financial Services Representative</li> <li>▶ Pharmacy Services Associate</li> <li>▶ Reimbursement Specialist</li> <li>▶ Transcriptionist</li> <li>▶ Unit Coordinator</li> </ul>			
	10	English/ Language Arts II	Geometry	Biology	U.S. History		<ul style="list-style-type: none"> <li>Health Science II: Health, Safety and Ethics in the Health Environment</li> </ul>				
	11	English/ Language Arts III	Algebra II	Chemistry	World History Sociology		<ul style="list-style-type: none"> <li>Health Science III: Employment in Health Occupations</li> </ul>				
	<i>College Placement Assessments-Academic/Career Advisement Provided</i>										
	12	English/ Language Arts IV	Statistics or other math course	Physics or other science course	Psychology Economics		<ul style="list-style-type: none"> <li>Health Science IV: Introduction to Health Informatics</li> </ul>				
<i>Articulation/Dual Credit Transcribed-Postsecondary courses may be taken/moved to the secondary level for articulation/dual credit purposes.</i>											
<b>POSTSECONDARY</b>	Year 13	English Composition	Algebra	Chemistry Biological Science	American Government Psychology	All plans of study need to meet learners' career goals with regard to required degrees, licenses, certifications or journey worker status. Certain local student organization activities may also be important to include. Work-based learning is an integral part of this pathway.	<ul style="list-style-type: none"> <li>Health Science V: Health Informatics Preparation</li> </ul>	<b>Occupations Requiring Baccalaureate Degree</b> <ul style="list-style-type: none"> <li>▶ Applied Researcher</li> <li>▶ Epidemiologist</li> <li>▶ Ethicist</li> <li>▶ Health Care Administrator</li> <li>▶ Health Educator</li> <li>▶ Medical Librarian/Cybrarian</li> <li>▶ Public Health Educator</li> <li>▶ Risk Manager</li> <li>▶ Utilization Manager</li> </ul>			
	Year 14	Speech/ Oral Communication Technical Writing	Statistics or Calculus	Microbiology	American History Sociology		<ul style="list-style-type: none"> <li>Continue Courses in the Area of Specialization</li> </ul>				
	Year 15	Continue courses in the area of specialization.									
	Year 16						<ul style="list-style-type: none"> <li>Complete Health Informatics Major (4-Year Degree Program)</li> </ul>				

### *Creating Your Institution's Own Instructional Plan of Study*

With a team of partners (secondary/postsecondary teachers and faculty, counselors, business/industry representatives, instructional leaders, and administrators), use the following steps to develop your own scope and sequence of career and technical courses as well as degree major courses for your institution's plan of study.

- 1** Crosswalk the Cluster Foundation Knowledge and Skills (available at <http://www.careerclusters.org/goto.cfm?id=89>) to the content of your existing secondary and postsecondary programs/courses.
- 2** Crosswalk the Pathway Knowledge and Skills (available at <http://www.careerclusters.org/goto.cfm?id=39>) to the content of your existing secondary/postsecondary programs and courses.
- 3** Based on the crosswalks in steps 1 and 2, determine which existing programs/courses would adequately align to (cover) the knowledge and skills. These programs/courses would be revised to tighten up any alignment weaknesses and would become a part of a sequence of courses to address this pathway.
- 4** Based on the crosswalks in steps 1 and 2, determine what new courses need to be added to address any alignment weaknesses.
- 5** Sequence the **content** and **learner outcomes** of the existing programs/courses identified in step 3 and new courses identified in step 4 into a course sequence leading to preparation for all occupations within this pathway. (See list of occupations on page 1 of this document.)
- 6** The goal of this process would be a series of courses and their descriptions. The names of these courses would be inserted into the *Career and Technical Courses* column on the Plan of Study on page 1 of this document.
- 7** Below is a **sample result** of steps 1-6, and these course titles are inserted into the Plan of Study on page 1 of this document.
- 8** Crosswalk your state academic standards and applicable national standards (e.g., for mathematics, science, history, language arts, etc.) to the sequence of courses formulated in step 6.

## Health Science: Health Informatics

### SAMPLE Sequence of Courses for ► Instructional Leaders ► Administrators ► Counselors ► Teachers/Faculty

# SAMPLE

*Below are suggested courses that could result from steps 1-6 above. However, as an educational institution, course titles, descriptions and the sequence will be your own. This is a good model of courses for you to use as an example and to help you jump-start your process. Course content may be taught as concepts within other courses, or as modules or units of instruction.*

*These suggested instructional content sequences are organized as cumulative knowledge and skills specific for health science programs of study. Health Sciences I-III incorporate the basic knowledge and skills necessary for all healthcare occupations. Health Science IV is specific to a selected health science career pathway. The instructional content may be organized into courses consistent with the high school configuration. Health Science V includes instructional content necessary for career entry and is most often offered at a college or university level.*

**The following courses are based on the Cluster Foundation Knowledge and Skills found at <http://www.careerclusters.org/goto.cfm?id=89>. These knowledge and skills are reinforced and enhanced through participation in Health Occupations Students of America and work-based learning opportunities that are age and grade appropriate.**

#### #1

*Health Science I: Introduction to Health Science:* Instructional content will focus on healthcare communications, leadership and teamwork, and will reinforce, expand and enhance biology content specific to human structure and function. Instruction will use interest inventories and observations to introduce students to careers in healthcare and will incorporate project- and problem-based healthcare practices and procedures to demonstrate the criticality of these knowledge and skills. This course will build an understanding of the academic, communication and technical skills in all aspects of the industry. Students will learn how healthcare workers fit within the overall healthcare environment and will identify how key systems affect quality of care and other services they perform.

#### #2

*Information Technology Applications:* This course is designed for those students who have not mastered knowledge and skills related to technology applications prior to entry into high school. Students will use technology tools to manage personal schedules and contact information, create memos and notes, prepare simple reports and other business communications, manage computer operations and file storage, and use electronic mail, Internet applications and GIS to communicate, search for and access information. Students will develop skills related to word processing, database management and spreadsheet applications.

#### #3

*Health Science II: Health, Safety and Ethics in the Health Environment:* Instructional content will focus on healthcare safety, health maintenance practices, environmental safety processes and procedures, and ethical and legal responsibilities as well as reinforce, expand and enhance biology content specific to diseases and disorders. Instruction will incorporate project- and problem-based healthcare practices and procedures to demonstrate the criticality of these knowledge and skills. Students will develop basic technical skills required for all health career specialties including understanding occupational safety techniques and obtaining their CPR and First Aid certifications.

#### #4

*Health Science III: Employment in Health Occupations:* Instructional content will focus on healthcare information technology applications, employability and career development, and technical skill preparation. These knowledge and skills will provide guidance for career selection and application for both entry-level employment and postsecondary preparation. Instruction will incorporate project- and problem-based healthcare practices and procedures to demonstrate the criticality of these knowledge and skills.

**The following courses expose students to Cluster Pathway Knowledge and Skills found at <http://www.careerclusters.org/goto.cfm?id=39>. These knowledge and skills are reinforced and enhanced through participation in Health Occupations Students of America and work-based learning opportunities that are age and grade appropriate.**

#### #5

*Health Science IV: Introduction to Health Informatics:* Instructional content will introduce students to health informatics career options and opportunities, accompanying educational requirements, employment projections, analysis, abstracting and coding, operations, documentation and storage. Instructional content will enhance, expand and reinforce communication and confidentiality as introduced in Health Sciences I and II. With input and participation of health informatics professionals, instructional content will incorporate project- and problem-based support services practices and procedures to demonstrate the criticality of these knowledge and skills.

#### #6

*Health Science V: Health Informatics Preparation:* Instructional content for the health informatics major will be consistent with industry practices and protocols (specific to career selection) and licensure, certification and degree requirements. Students will be introduced to procedures in health informatics. Students will learn how health informatics professionals communicate health/medical information accurately and within legal/regulatory guidelines established by their employer while holding to the strictest standards of confidentiality. Students will learn the qualitative and quantitative requirements for information as well as how to analyze the information for designated purposes. Students will learn how health informatics professionals read, interpret and extract information from medical documents, applying knowledge of medical terminology and codes. This course includes the resources, routes and flow of information within the healthcare system. Students will participate in the design and implementation of effective information systems or processes, develop an understanding of the content and uses of health information, and learn how to document, communicate and maintain appropriate information using legal and regulatory guidelines. Students will practice health informatics skills, including systems operations, to accurately and efficiently capture, retrieve, maintain and utilize information from internal and external sources.

# Notes

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A large area for taking notes, consisting of alternating light blue and light orange horizontal stripes.