



Draft 2018 Health Information Management Baccalaureate Degree Curriculum Competencies

Additional Notes

Pink shading indicates a 2018 HIM Competency where the skill and knowledge requirement is applicable across the associate, baccalaureate, and graduate academic levels. However, the AHIMA-revised Bloom's Taxonomy level at which the skill or knowledge is taught is typically higher at the baccalaureate and graduate academic levels.

Curriculum Guidance is provided in a separate document.

Domain I. Data Structure, Content, and Information Governance

Competency	Bloom's Level
I.1. Analyze types of healthcare organizations, services, and personnel, including interrelationships and needs of stakeholders across healthcare delivery systems.	4
I.2. Analyze strategies for the management of information.	4
I.3. Evaluate policies and strategies to achieve data integrity.	5
I.4. Evaluate health record content for compliance across the healthcare continuum.	5
I.5. Evaluate data dictionaries and data sets for compliance with governance standards.	5

Domain II. Information Protection: Access, Use, Disclosure, Privacy, and Security

Competency	Bloom's Level
II.1. Recommend privacy strategies.	5
II.2. Recommend security strategies.	5
II.3. Analyze compliance considerations throughout the health information life cycle.	4

Domain III. Informatics, Analytics, and Data Use

Competency	Bloom's Level
III.1. Recommend technologies for trend analysis, end user support, decision making, and strategic planning.	5
III.2. Interpret basic descriptive, inferential, institutional, and healthcare statistics.	5
III.3. Create visual representations of data.	6
III.4. Examine principles of research.	4
III.5. Conduct queries using database management techniques.	6
III.6. Identify system specifications to determine interoperability and optimal efficiencies.	3

Domain IV. Revenue Cycle Management

Competency	Bloom's Level
IV.1. Utilize classification systems, clinical vocabularies, and nomenclatures.	3
IV.2. Evaluate assignment of diagnostic and procedural codes and groupings in accordance with official guidelines.	5
IV.3. Manage components of revenue cycle.	5
IV.4. Evaluate compliance with regulatory requirements and reimbursement methodologies.	5

Domain V. Health Law & Compliance	
Competency	Bloom's Level
V.1. Interpret legal concepts and processes that impact healthcare.	5
V.2. Evaluate compliance with healthcare laws, regulations, and standards.	5
V.3. Analyze key components of risk management.	4
V.4. Analyze how healthcare policy-making directly and indirectly impacts regional and national healthcare delivery systems.	4

Domain VI. Organizational Management & Leadership	
Competency	Bloom's Level
VI.1. Examine fundamental leadership skills.	4
VI.2. Assess the impact of change on processes, people, and systems.	5
VI.3. Analyze human resource strategies for organizational best practices.	4
VI.4. Leverage data-driven performance improvement techniques for decision making.	5
VI.5. Analyze financial management tools and processes to meet strategic goals.	4
VI.6. Facilitate behaviors that embrace cultural understanding and diversity.	4
VI.7. Assess ethical standards of practice.	5
VI.8. Conduct consumer engagement activities.	6
VI.9. Examine principles of management.	4
VI.10. Create training materials.	6
VI.11. Recommend project management tools & techniques.	5

Supporting Body of Knowledge (Prerequisite or Evidence of Knowledge)
Pathophysiology and Pharmacology
Anatomy and Physiology
Medical Terminology
Computer Concepts and Applications
Math Statistics

AHIMA-revised Bloom’s Taxonomy for 2018 HIM Curriculum Competencies

Note: In this modified Bloom’s Taxonomy table, a verb is listed at only one Taxonomy Level. In other Bloom’s Taxonomy tables, a verb such as “analyze” may be listed at two different levels. However, in the AHIMA competency documents, a verb represents the level at which it is shown on this modified Bloom’s table.

Taxonomy Level	Category	Definition	Verbs
1	Remember	Recall facts, terms, basic concepts of previously learned material	Choose, Define, Find
2	Understand	Determine meaning and demonstrate clarity of facts and ideas	Collect, Depict, Describe, Explain, Illustrate, Recognize, Summarize
3	Apply	Use differing methods, techniques and information to acquire knowledge and/or solve problems	Adhere to, Apply, Calculate, Demonstrate, Discover, Educate, Identify, Implement, Interview, Model, Organize, Plan, Promote, Protect, Report, Utilize, Validate, Articulate
4	Analyze	Contribute to the examination of information in part or aggregate to identify motives and causes	Analyze, Benchmark, Collaborate, Examine, Facilitate, Format, Map, Perform, Take part in, Verify
5	Evaluate	Make judgments in support of established criteria and/or standards	Advocate, Appraise, Assess, Compare, Comply, Contrast, Determine, Differentiate, Engage, Ensure, Evaluate, Interpret, Justify, Leverage, Manage, Mitigate, Oversee, Recommend, Solve
6	Create	Generate new knowledge through innovation and assimilation of data and information	Build, Compile, Conduct, Construct, Create, Design, Develop, Forecast, Formulate, Govern, Integrate, Lead, Master, Propose, Present