Oregon CTE

Health Sciences: Health Informatics Focus Area

Communicate health information accurately and within legal and regulatory guidelines, upholding the strictest standards of confidentiality. HLDG01

1. **Employ techniques for effectively communicating health/medical information within legal/regulatory guidelines.** HLIF01.01.01
2. **Manage the accuracy, effectiveness, and timeliness of the transfer of information.** HLIF01.01.01.02
3. **Evaluate how legal and regulatory requirements apply to the transfer of information.** HLIF01.01.01.03
4. **Distinguish who in the organization needs information and when they need it.** HLIF01.01.01.04
5. **Employ techniques for confidentially communicating health/medical information in compliance with legal/regulatory guidelines.** HLIF01.02.01
6. **Manage recorded information and other documents within protocols that ensure confidentiality and privacy.** HLIF01.02.01.02
7. **Communicate information ensuring confidentiality of content is maintained.** HLIF01.02.01.03
8. **Communicate information on a need-to-know basis for optimum patient/client outcomes.** HLIF01.02.01.04

Describe the content and diverse uses of health information. HLIF02

1. **Employ techniques for abstracting and coding information from medical records and documents.** HLIF02.01.01
2. **Interpret and extract information from medical records and documents.** HLIF02.01.01.02
3. **Assemble appropriate, accurate information including proper codes to record charges for reimbursement.** HLIF02.01.01.03
4. **Identify and apply accurate medical terminology.** HLIF02.01.01.04
5. **Analyze and determine the need for requesting further clarification when ranscribing/transferring information that may be unclear.** HLIF02.01.01.05

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6. **ıssess and apply information for regulatory and legal purposes.** HLIF02.01.01.06

7 **Apply principles for the development of functional information systems to design and implement effective processes.** HLIF02.02.01

8 **Synthesize the information systems utilized by the organization.** HLIF02.02.01.02

9 **Assess how systems interact to facilitate the timely and accurate flow.** HLIF02.02.01.03

10 **Organize information within the parameters of the information systems.** HLIF02.02.01.04

11 **Integrate information for timely, accurate dissemination.** HLIF02.02.01.05

12 **Evaluate effectiveness of systems.** HLIF02.02.01.06

13 **Assess and recommend systems for improvement.** HLIF02.02.01.07

14 **Employ techniques for effectively documenting, communicating, and maintaining health information within legal and regulatory guidelines.** HLIF02.03.01

15 **Assemble and accurately document required information.** HLIF02.03.01.02

16 **Interpret information that has been collected.** HLIF02.03.01.03

17 **Differentiate the purposes and audiences for whom the information is collected.** HLIF02.03.01.04

18 **Prepare accurate documentation for various audiences within legal and regulatory requirements, as requested.** HLIF02.03.01.05

19 **Disseminate information to various audiences using systems and guidelines within the facility.** HLIF02.03.01.06

20 **Establish and maintain a records storage system within legal requirements and protocols.** HLIF02.03.01.07

21 **Assess and recommend procedures for improvement as necessary.** HLIF02.03.01.08

Demonstrate the use of systems used to capture, retrieve and maintain confidential health information from internal and external sources. HLIF03

1 **Employ techniques for effectively documenting, communicating, and maintaining health information within legal and regulatory guidelines.** HLIF03.01.01

2 **Assemble and accurately document required information.** HLIF03.01.01.02

3 **Interpret information that has been collected.** HLIF03.01.01.03

Differentiate the purposes and audiences for whom the information is collected. HLIF03.01.01.04

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5 **Prepare accurate documentation for various audiences within legal and regulatory requirements, as requested.** HLIF03.01.01.05

6 **Disseminate information to various audiences using systems and guidelines within the facility.** HLIF03.01.01.06

7 **Establish and maintain a records storage system within legal requirements and protocols.** HLIF03.01.01.07

8 **Assess and recommend procedures for improvement as necessary.** HLIF03.01.01.08

9 **Employ strategies for effectively and accurately operating a system used to capture, retrieve, and maintain information from internal and external sources.** HLIF03.02.01

10 **Analyze the internal and external sources of information and resources available.** HLIF03.02.01.02

11 **Project outcomes as interconnected components of a modified health care system.** HLIF03.02.01.03

12 **Select the systems and sources of information necessary for the successful completion of the task.** HLIF03.02.01.04

13 **Participate in the design of operational systems and processes.** HLIF03.02.01.05

14 **Evaluate operational systems and processes for improvement.** HLIF03.02.01.06