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| S:\Communications\Logos and photos\SDBORLogos\final_sdbor_webreadyBW_trans.gif | **SOUTH DAKOTA BOARD OF REGENTS**ACADEMIC AFFAIRS FORMS |
| Substantive Program Modification Form |
|  |  |

Use this form to request minor changes in existing programs (majors, minors, certificates, or specializations).

|  |  |
| --- | --- |
| **UNIVERSITY:** | DSU |
| **CURRENT PROGRAM TITLE:** | **Healthcare Coding Certificate** |
| **CIP CODE:** |  |
| **UNIVERSITY DEPARTMENT:** | **Health Information Management** |
| **UNIVERSITY DIVISION:** | **College of Business and Information Systems** |

**University Approval**

*To the Board of Regents and the Executive Director: I certify that I have read this proposal, that I believe it to be accurate, and that it has been evaluated and approved as provided by university policy.*

|  |  |  |
| --- | --- | --- |
|  |  | 2/10/2020 |
| Vice President of Academic Affairs or President of the University |  | Date |

|  |
| --- |
|  |

1. **This modification addresses a change in (*place an “X” in the appropriate box*):**

|  |  |
| --- | --- |
|[x]  Total credits required within the discipline |[ ]  Total credits of supportive course work |
|  |  |  |  |
|[ ]  Total credits of elective course work |[x]  Total credits required for program |
|  |  |  |  |
|[ ]  Program name |[ ]  Existing specialization |
|  |  |  |  |
|[ ]  CIP Code |[ ]  Other (explain below) |

1. **Effective date of change: 8/7/2020**
2. **Program Degree Level (*place an “X” in the appropriate box*):**

|  |  |  |  |
| --- | --- | --- | --- |
| Associate |[ ]  Bachelor’s |[ ]  Master’s |[ ]  Doctoral |[ ]

1. **Category (*place an “X” in the appropriate box*):**

|  |  |  |  |
| --- | --- | --- | --- |
| Certificate |[x]  Specialization |[ ]  Minor |[ ]  Major |[ ]

1. **If a name change is proposed, the change will occur (*place an “X” in the appropriate box*):**

|  |
| --- |
|[ ]  On the effective date for all students |

|  |
| --- |
|[x]  On the effective date for students new to the program (enrolled students will graduate from existing program) |
|  |  |

|  |  |
| --- | --- |
| **Proposed new name:**  |  |
|  | *Reminder: Name changes may require updating related articulation agreements, site approvals, etc.* |

1. **Primary Aspects of the Modification (*add lines or adjust cell size as needed*):**

|  |  |
| --- | --- |
| *Existing Curriculum* | *Proposed Curriculum (highlight changes)* |
| **Pref.** | **Num.** | **Title** | **Cr.****Hrs.** |  | **Pref.** | **Num.** | **Title** | **Cr. Hrs.** |
| BIOL | 101 OR 151 | Biology Survey/General Biology | 3-4  |  | BIOL | 101 OR 151 | Biology Survey/General Biology | 3-4 |
| BIOL | 323 or 221 and 325 | Human Anatomy and Physiology OR Human Anatomy AND Physiology | 4-8 |  | BIOL | 323 or 221 and 325 | Human Anatomy and Physiology OR Human Anatomy AND Physiology | 4-8 |
| CSC | 105 | Introduction to Computers | 3 |  | CSC | 105 | Introduction to Computers | 3 |
| HIM  | 101 | Health Information Management Profession | 1 |  | HIM  | 101 | Health Information Management Profession | 1 |
| HIM  | 130 | Basic Medical Terminology | 2 |  | HIM  | 130 | Basic Medical Terminology | 2 |
| HIM | 150 | Introduction to Health Information Management | 3 |  | HIM | 150 | Introduction to Health Information Management | 3 |
| HIM | 169 | Legal Aspects of Health Information | 1 |  | HIM | 169 | Legal Aspects of Health Information | 1 |
| HIM | 180 | Fundamentals of Disease and Diagnosis Coding I | 4 |  | HIM | 180 | Fundamentals of Disease and Diagnosis Coding I | 4 |
| HIM | 240 | Fundamentals of Disease and Diagnosis Coding II | 4 |  | HIM | 240 | Fundamentals of Disease and Diagnosis Coding II | 4 |
| HIM | 362 | Healthcare Procedure Coding Systems | 3 |  | HIM | 362 | Healthcare Procedure Coding Systems | 3 |
| HIM  | 364 | Revenue Cycle Management | 1 |  | HIM | 364 | Revenue Cycle Management | 1 |
| ~~HIM~~ | ~~286~~ | ~~Supervised Professional Practice~~ | ~~1~~ |  |  |  |  |  |
|  |  |  |  |  | HIM | 370 | Practical Coding Application | 2 |
| Total number of hours required for major, minor, or specialization | 30-35 |  | Total number of hours required for major, minor, or specialization | 31-36 |
| Total number of hours required for degree |  |  | Total number of hours required for degree |  |

1. **Explanation of the Change:**

HIM 286 is a supervised professional practice requiring on-site experience with partners. Almost all healthcare providers now allow coders to work from home, making on-site experience very difficult to accommodate. HIM 370 has been designed as a virtual coding experience for students to practice coding using tools available through DSU.