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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 Program** |
| **CIP CODE:** | **510713** |
| **UNIVERSITY DEPARTMENT:** | **Health Information Management** |
| **BANNER DEPARTMENT CODE:** | **DHIM – DCERTU.HCC** |
| **UNIVERSITY DIVISION:** | **College of BIS - DCBIS** |
| **BANNER DIVISION CODE:** |  |

**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.*

|  |  |  |
| --- | --- | --- |
|  |  | 2/17/2021 |
| 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: 8/2/2021**
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 I ORGeneral Biology | 3 or 4 |  | BIOL  | 101 OR 151 | Biology Survey I ORGeneral Biology | 3 or 4 |
| BIOL | 323 221 325 | Human Anatomy and Physiology OR Human Anatomy AND Physiology | 4OR44 |  | BIOL | 323 221 325 | Human Anatomy and Physiology OR Human Anatomy AND Physiology | 4OR44 |
| 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 Human Disease  | 3 |
| HIM  | 240 | F~~undamentals of Disease and Diagnosis Coding II~~ | 4 |  | HIM  | 240 | ICD Healthcare Coding Systems | 4 |
|  |  |  |  |  | HIM  | 252 | Basic Foundations Health Data Systems | 2 |
| 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  | 3 |
| HIM  | 370 | Practical Coding Application | 2 |  | HIM  | 370 | Practical Coding Application | 2 |
| Total number of hours required for major, minor, or specialization |  |  | Total number of hours required for major, minor, or specialization |  |
| Total number of hours required for degree | 31-36 |  | Total number of hours required for degree | 34-39 |

1. **Explanation of the Change:**

The rotation for courses is being improved so students will complete biology, anatomy and physiology, and pathopharmacology their first year. The students will not start ICD 10 diagnosis and procedure coding classes until the second year. Historically the second semester of the program has been too heavy for students so this change will result in an improved workflow. Healthcare statistics is being added into the program to better prepare students for roles in the workforce. We are also increasing credits for HIM 364 and adding HIM 252 to the certificate.