



This course supports the assessment for Healthcare Systems Design and Management. The course covers 8 competencies and represents 4 competency units.

## Introduction

### Overview

This course will prepare you with the knowledge and skills required to implement, deploy, and support healthcare information systems in various clinical settings.

The Healthcare IT Technician assessment covers the following topics:

- regulatory requirements
- organizational behavior
- IT operations
- medical business operations
- security

### Course Instructor Assistance

As you prepare to demonstrate competency in this subject, remember that course instructors stand ready to help you reach your educational goals. As subject matter experts, instructors enjoy and take pride in helping students become reflective learners, problem solvers, and critical thinkers. Course instructors are excited to hear from you and eager to work with you.

Successful students report that working with a course instructor is the key to their success. Course instructors are able to share tips on approaches, tools, and skills that can help you apply the content you're studying. They also provide guidance in assessment preparation strategies and troubleshoot areas of deficiency. Even if things don't work out on your first try, course instructors act as a support system to guide you through the revision process. You should expect to work with course instructors for the duration of your coursework, so you are welcome to contact them as soon as you begin. Course instructors are fully committed to your success!

## Preparing for Success

The information in this section is provided to detail the resources available for you to use as you complete this course.

### Learning Resources

The learning resources listed in this section are required to complete the activities in this course.

#### Automatically Enrolled Learning Resources

You can access the learning resources listed in this section by clicking on the links provided.

Each chapter of the *CompTIA Healthcare IT Technician and HIT Certification Guide* includes



end-of-chapter Acronym Drills, Review Questions, and Practical Application. An answer key is provided for these end-of-chapter activities in Appendix A of the textbook for you to check your work. You can find Appendix A by clicking the button below and scrolling down on the left-hand navigation pane to "Back Matter."

*Note: The CompTIA Healthcare book is delivered via the VitalSource e-reader. These e-texts are available to you as part of your program tuition and fees, but you may purchase a hard copy at your own expense through VitalSource or a retailer of your choice. If you choose to do so, please use the ISBN listed to ensure that you receive the correct edition. The following sites provide instruction on how to create a VitalSource account, use features such as downloading your e-texts for offline use, and purchase a print-on-demand option, if available.*

- [VitalSource Navigational Video](#)
- [Print-On-Demand Option](#)

## Supplemental Resources:

If your background is more HP specific and you need more of a IT perspective to help in the preparation for the final certification - especially on the Networking and Security topic, you are welcome to use the following SUPPLEMENTAL resource.

CompTIA Healthcare  
IT Technician HIT  
Certification Guide

CompTIA A+ Certification  
(Exam 220-901) Official  
Study Guide, Study  
Notes

CompTIA A+ Certification  
(Exam 220-902) Official  
Study Guide, Study  
Notes

Using MIS: Chapter 12

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## Coursework



The content for this course is broken into eight sections that you may complete weekly or at your own pace.

## Introduction to Healthcare IT

Explore	Practice
<a href="#">chapter 1: Introducing Healthcare IT</a>	Acronym Drills, Review Questions, and Practical Application

This section covers the following competency:

- **Competency 731.4.1: Introduction to Healthcare Information Technology**

The graduate analyzes regulatory and compliance requirements for healthcare organizations.

## Data Flow in HIT

Explore	Practice
<a href="#">chapter 2: Introducing Data Flow in HIT</a>	Acronym Drills, Review Questions, and Practical Application

This section covers the following competency:

- **Competency 731.4.1: Introduction to Healthcare Information Technology**

The graduate analyzes regulatory and compliance requirements for healthcare organizations.

## Regulatory Requirements

Explore	Practice
<a href="#">chapter 3: Regulatory Requirements</a>	Acronym Drills, Review Questions, and Practical Application

This section covers the following competency:



- **Competency 731.4.1: Introduction to Healthcare Information Technology**

The graduate analyzes regulatory and compliance requirements for healthcare organizations.

## Organizational Behavior

Explore	Practice
<a href="#">chapter 4: Organizational Behavior</a>	Acronym Drills, Review Questions, and Practical Application

This section covers the following competency:

- **Competency 731.4.2: Healthcare Organizations and Operations**

The graduate evaluates how healthcare information is protected in numerous types of organizations.

## IT Operations

Explore	Practice
<a href="#">chapter 5: IT Operations</a>	Acronym Drills, Review Questions, and Practical Application

This section covers the following competencies:

- **Competency 731.4.3: Desktop IT Operations**

The graduate demonstrates the ability to set up a basic PC workstation in an electronic health record environment.

- **Competency 731.4.4: Network IT Operations**

The graduate sets up basic network devices and applies basic configuration settings.

## Medical Business Operations

Explore	Practice
<a href="#">chapter 6: Medical Business Operations</a>	Acronym Drills, Review Questions, and Practical Application

This section covers the following competencies:



- **Competency 731.4.5: Medical Business Operations**

The graduate evaluates the medical and clinical environment for software specific to functional needs

- **Competency 731.4.6: Document Imaging and Problem Solving**

The graduate applies change control techniques while solving problems with software and medical interface.

## Security

Explore	Practice
<a href="#">chapter 7: Security</a>	Acronym Drills, Review Questions, and Practical Application

This section covers the following competencies:

- **Competency 731.4.7: Basic Healthcare Information Security**

The graduate develops a plan to implement physical and computer security in a healthcare setting.

- **Competency 731.4.8: Advanced Healthcare Information Security**

The graduate analyzes organizational policies and procedures for wireless and remote access security, along with secure disposal of health information.