DOUGLAS COLLEGE

A. Division: APPLIED PROGRAMS Date: Nov. 25, 1995

B. Department: Health Sciences New Course: ____

Revision of Course: X

Dated: May 30, 1995

C. HISP 107 Subject & Course No. D. DATA COLLECTION & CLASSIFICATION I Descriptive Title E. 2 Semester/Credits

F. Calendar Description:

This course is the first in a series of courses focusing on data collection and classification. This course introduces the student to the fundamentals of ICD-9 and CCP classification systems, diagnosis typing, the CIHI abstract, concept of patient servicing and selected CIHI reports. Portions of the practice aspect of the course may take place at an acute care hospital.

Summary of Revisions: (Enter date and Section) e.g. 1982-08-25 Section C,E,F, and R

1995-05-30 Section D, F, O, P, and R

1995-11-25 Section D and F

G. Type of Instruction: Hrs. Per Week

Lecture	2 Hrs.
Laboratory	____ Hrs.
Seminar	____ Hrs.
Clinical Experience	____ Hrs.
Field Experience	____ Hrs.
Practicum	____ Hrs.
Shop	____ Hrs.
Studio	____ Hrs.
Student Directed Learning	____ Hrs.
Other (Lecture/Practice)	1 Hrs.
Total (15 weeks)	3 Hrs.

H. Course Prerequisites:

Nil

I. Course Corequisites:
(recommended) HISP 100 + HISP 101 + HISP 102 + BIOL 103

J. Courses for which this Course is a Pre-requisite:

HISP 205 + HISP 207

K. Maximum Class Size:
Lecture - 35
Lecture/Practice - 18

L. College Credit Transfer ___

College Credit Non-Transfer X

Non-Credit ___

M. Transfer Credit: Requested ___

Granted ___

(Specify Course Equivalents or Unassigned Credit as Appropriate)
U.B.C.
S.F.U.
U. Vic.
Other

L Kenward
Course Designer(s)

Divisional Dean

Director/Chairperson

Registrar

N. Textbooks and Materials to be Purchased by Students (Use Bibliographic Form):

Brown, Faye. ICD-9-CM coding handbook. Chicago: AHA, (most recent ed.).

HISP 107/207 Manual, (most recent ed.).

Medical dictionary (from HISP 101)

Canadian classification of diagnostic, therapeutic and surgical procedures. Ottawa: Statistics Canada.

International classification of diseases - 9th edition. Ottawa: Canadian Public Health Association.

Consolidated ICD-9 and CCP Errata. Douglas College.

HISP 102/202 Manual, (most recent ed.).

Complete Form with Entries Under the following Headings: O. Course Objectives; P. Course Content; Q. Methods of Instruction; R. Course Evaluation

O. COURSE OBJECTIVES

Upon successful completion of this course, the student will be able to:

1. state the purpose for classification and data collection
2. apply classification principles and procedures correctly
3. follow the steps in the classification process accurately
4. utilize resource and reference materials appropriately
5. apply knowledge of medical terminology, pathophysiology and anatomy and physiology to the classification process
6. select the appropriate main terms when indexing diagnostic and procedural statements
7. apply ICD-9 instructional notations and conventions correctly
8. identify the conditions and procedures from coding exercises, case studies and health records which should be coded to reflect the patient's condition and course of treatment
9. code accurately, diagnostic and procedural information from coding exercises, case studies and health records using ICD-9
10. sequence codes in such a manner as to correctly reflect the condition of the

patient and the chronology and significance of care

11. apply the diagnosis type definitions correctly

12. identify appropriate health record documents for collection of health information

13. complete the CIHI manual abstract accurately

14. correctly complete a CIHI abstract using the PRISM abstracting system

15. explain patient servicing as it pertains to data collection.

P. COURSE CONTENT

1. Introduction to Classification Systems

   - definition
   - purpose
   - implications for health care delivery system
   - history and background
   - overview of nomenclature systems

2. ICD-9 Classification System

   - basic classification procedure
   - classification system overview
     - organization
     - structure
     - content
   - conventions
   - basic classification guidelines
   - operative and nonoperative classification

3. Diagnosis Typing

   - definitions
   - selection criteria for most responsible diagnosis
   - exercises

4. Introduction to Canadian Institute for Health Information (CIHI)

   - purpose and philosophy
   - organizational structure
   - services offered
   - objectives

5. Patient Servicing

   - introduction
   - differentiation between a medical and surgical subspecialty service

6. CIHI Abstracting

- general instructions
- introduction to the manual abstract
- abstracting inpatient separations
- mandatory data vs. optional data
- stillborn abstracting
- same day surgery abstracting
- introduction to computerized abstracting (PRISM)

7. Orientation to selected CIHI Printouts

- purposes and use
- introduction to discharge analysis, and index by diagnosis and procedure

Q. METHODS OF INSTRUCTION

1. Lecture/Discussion
2. Group discussion
3. Application exercises/case studies/health records
4. Audiovisual aids
5. Independent study of specified topics

R. COURSE EVALUATION

Evaluation of the course will be based on the course objectives and will be in accordance with the Douglas College policies on student and course objectives.

Evaluation methods will include written tests and assignments.

General outline of evaluation is as follows:

Quizzes (minimum 5)	40%
Midterm	20%
Final	25%
Assignment(s)	10%
Participation and Professionalism (P&P)	5%
	100%

* A minimum mark of 65%, excluding the Participation and Professionalism mark, is required to pass the course. The P&P mark will then be added in order to obtain the final mark.

* Outline of evaluation may be subject to change.