DOUGLAS COLLEGE

A. Division: APPLIED PROGRAMS Date: November 24, 1995

B. Department: Health Sciences New Course: ___

Revision of Course: X

Dated: June 1, 1994

C. HISP 217 (Subject & Course No.) D. CODING EXTRAMURAL (Descriptive Title) E. 3 (Semester/Credits)

F. Calendar Description:

This is a three-week extramural session that focuses on coding. Students will attend, in groups, an acute care health care facility under the supervision of a faculty member.

Summary of Revisions: (Enter date and Section) e.g. 1982-08-25 Section C,E,F, and R
1995-11-24 Section G

G. Type of Instruction:

	Hours Per Week
Lecture	___ Hrs.
Laboratory	___ Hrs.
Seminar	___ Hrs.
Clinical Experience	___ Hrs.
Field Experience	___ Hrs.
Practicum	37.5 Hrs.
Shop	___ Hrs.
Studio	___ Hrs.
Student Directed Learning	___ Hrs.
Other (Specify)	___ Hrs.
Total (3 weeks)	37.5 Hrs.

H. Course Prerequisites:
HISP 200 + HISP 202 + HISP 205 + HISP 207 + BIOL 203 + COMN 111 + CISY 110 + BUSN 430

I. Course Corequisites:
NIL

J. Courses for which this Course is a Pre-requisite:
HISP 307 + HISP 317

K. Maximum Class Size:
14

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

The reference texts from HISP 207 - Coding and Data Collection II - are used in this course.

O. COURSE OBJECTIVES

At the conclusion of this extramural, the student will be able to:

1. code diagnostic and procedural data from patient records using ICD-9 with accuracy and completeness
2. sequence the relevant codes in such a manner as to correctly reflect the condition of the patient and the chronology and significance of care
3. complete the required data elements on the coding worksheet accurately and completely.

P. COURSE CONTENT

1. Students will code and abstract, using the Douglas College Coding Worksheet, a variety of health records in a health care facility.

Q. METHODS OF INSTRUCTION

1. Performance of coding and abstracting under supervision of a faculty member.
2. Discussion of performance with faculty.
3. Group discussion.
4. Guest lecturers.

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 evaluation.

General outline of evaluation is as follows:

* Coding quality	75%
* Coding productivity	25%
Participation and Professionalism (P&P)	5%
	100%

* Student's daily work will be marked and graded for quality and productivity based on established marking guidelines. Daily grades will be accumulated to constitute the final grade.
* 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.