

Final CAHIM Associate Competencies and Performance Indicators (CAHIM 52925)		Module 1		Module 2		Module 3		Module 4		Module 5		Module 6		Module 7		Module 8		Module 9		Module 10		HIM and SS (2025)			
		UNV-101S Student Success and Technology Foundations	HIM-101 Intro to HIM Information Management	BIO-111S Anatomy & Physiology with Medical Terminology	BIO-121S Pathophysiology & Pharmacology	HIM-115 ICD-10-CM Diagnosis Coding	HIM-201 Healthcare Ethics and Legal Principles	HIM-125 ICD-10-PCS Procedure Coding	HIM-145 Introduction to Revenue Cycle Management	HIM-135 ICD Coding Applications	HIM-155 CPT and HCPCS Coding	CRT-110S Critical Thinking	MAI-210 Intro to Data and Data Analysis	COM-145S Interpersonal Communication	HIM-225 Quality and Clinical Informatics	ENG-110S English Composition I	HIM-250 Data Analytics & Governance	ENG-112S English Composition II	HIM-215 AI and Health IT	HIM-240 Health Leadership and Operations	HIM-297 Supervised/Experiential Learning	Total	# Knows	# Shows	# Does
1.1 Written & Oral Communications	1.1.1 Use proper grammar and spelling in written communications. (does)	s	k	k	s								s		D		d		d	D	9	2	3	4	
	1.1.2 Ensure thorough and logical explanations founded on evidence-based information. (does)			k	s		s		d				s			d				D	7	1	3	3	
	1.1.3 Include proper scholarly or professional literature citations in written reports. (does)	k	k	k	K							s					d			D	7	4	1	2	
	1.1.4 Select or develop graphical representations and images to enhance communication and demonstrate appropriate understanding. (does)	k			s				d			k				d		d			6	2	1	3	
1.2 Technology Competence	1.2.1 Use digital technology, networks, and communication tools to find, evaluate, and communicate information. (does)		s					s		d		k						d			5	1	2	2	
	1.2.2 Use software packages that allow for the analysis and presentation of the data. (does)		s									d		s		d		d			5	0	2	3	
1.3 Anatomy & Physiology	1.3.1 Identify musculoskeletal and physiological body systems and functions. (knows)			k	k	s		s		d	K										7	4	2	1	
	1.3.2 Integrate knowledge of body systems and functions in decision-making. (shows)			s		s			s	d			S						d		6	0	4	2	
1.4 Medical Terminology	1.4.1 Integrate prefixes, suffixes, word roots, and combining forms of medical terms. (knows)			s		s		d		s	K										5	1	3	1	
	1.4.2 Interpret proper phrases and terms of diseases, pathological conditions, and systems of the body. (knows)			k	s	s		s		d	K								s		7	2	4	1	
	1.4.3 Use medical terminology and abbreviations within the correct context. (does)			k		s		s		d	d								k		6	2	2	2	
1.5 Pathophysiology & Pharmacology	1.5.1 Recognize the physical and functional changes that occur with disease, injury and throughout the human life cycle. (knows)				k																1	1	0	0	
	1.5.2 Describe diagnostic and therapeutic tests and procedures in disease processes and interventions. (knows)				k			k		d											3	2	0	1	
	1.5.3 Identify generic and brand name pharmaceuticals and the indications for commonly prescribed drugs and agents. (knows)				k						k										2	2	0	0	
	1.5.4 Identify contraindications and side effects associated with drug therapies. (knows)				k						k										2	2	0	0	
1.6 Healthcare Services Delivery	1.6.1 Identify types of healthcare organizations and systems. (knows)		k						k										K		3	3	0	0	
	1.6.2 Differentiate the scope of health professionals and healthcare services in various settings. (knows)		k				k										s		K		4	3	1	0	
1.7 Fundamental Statistical Concepts	1.7.1 Demonstrate understanding of statistical terminology. (knows)											k			k					s	4	3	1	0	
	1.7.2 Calculate descriptive statistics and solve fundamental statistical problems. (shows)											d			s					K	3	1	1	1	
1.8 Determinates of Health	1.8.1 Recognize how the determinants of health impact individual, community and population disease and health. (knows)								k												2	2	0	0	
	1.8.2 Identify the social determinants of health in clinical documentation. (knows)										k	k								K	3	3	0	0	
2.1 Patient and Professional Advocacy Efforts	2.1.1 Support patients in navigating the health care system, including reimbursement and access to services. (shows)						k						s			k		s	s		5	2	3	0	
	2.1.2 Advocate for health information services and resources that benefit patients, the organization, and the population. (shows)																			d	2	0	1	1	
	2.1.3 Educate others on the scope of practice and role of health information management professions. (does)						s				k	s								K	5	2	2	1	
	2.1.4 Mentor others to support competence in the profession. (shows)											k					s		s	S	4	1	3	0	
	2.2.1 Self-reflect on experiences and personal opinions learn from others and identify growth areas. (does)		k						s				s				s		d	d	6	1	3	2	
	2.2.2 Recognize when services are beyond personal competence and consult or refer services to others. (does)					s				s			s				s		d	d	6	0	4	2	

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		UNV-101S Student Success and Technology Foundations HIM-101 Information Management	BIO-111S Anatomy & Physiology with Medical Terminology BIO-121S Pathophysiology & Pharmacology	HIM-115 ICD-10-CM Diagnosis Coding HIM-201 Healthcare Ethics and Legal Principles	HIM-125 Procedure Coding HIM-145 Introduction to Revenue Cycle Management	HIM-135 ICD Coding Applications HIM-155 CPT and HCPCS Coding	CRT-110S Critical Thinking MAT-210 Intro to Stats and Data Analysis	COM-145S Interpersonal Communication HIM-225 Quality and Clinical Informatics	ENG-110S English Composition I HIM-250 Data Analytics & Governance	ENG-112S English Composition II HIM-215 AI and Health IT	HIM-240 Health Leadership and Operations HIM-297 Supervised Experiential Learning	Total	# Knows	# Shows	# Does	
2.2 Self Reflection	2.2.3 Consider the relationship between the health information management role and the responsibilities of other team members. (knows)				s								5	4	1	0
	2.2.4 Engage in continuing education and professional development. (does)	k											4	1	2	1
2.3 Ethical Behaviors	2.3.1 Recognize ethical issues and identify potential actions that support a positive outcome. (knows)												4	2	2	0
	2.3.2 Identify and manage potential and actual conflicts of interest. (knows)												2	2	0	0
	2.3.3 Evaluate and apply ethical frameworks to provide professional guidance. (knows)				s								4	2	2	0
3.1 Health Information Legislation, Regulations, Licensure and Accreditation	3.1.1 Apply knowledge of the US legal system and the legislative processes. (knows)				s								4	1	3	0
	3.1.2 Identify legislation, regulations, regulatory standards, and judicial processes impacting health information management. (knows)				s								6	4	2	0
	3.1.3 Identify the alignment of policy to legislation and regulations. (shows)												6	3	3	0
	3.1.4 Recognize the impact of licensure and accreditation standards on health information management policies and procedures. (shows)												2	0	2	0
	3.1.5 Properly cite and reference legislation and regulations. (does)				s								6	1	3	2
3.2 Privacy, Security and Confidentiality	3.2.1 Obtain authorization for the collection, use and release of personal health information. (shows)				s								2	0	2	0
	3.2.2 Identify potential and actual privacy and security risks and define steps to mitigate vulnerabilities and the risk of unauthorized access. (shows)				s								3	0	3	0
	3.2.3 Follow legal requirements when releasing information to patients and authorized individuals and organizations. (shows)												3	1	2	0
	3.2.4 Use physical, technical, and administrative controls to ensure safeguards are in place to protect assets. (shows)												2	1	1	0
	3.2.5 Identify the vulnerabilities and the risk of unauthorized access. (knows)												3	2	1	0
	3.2.6 Identify potential and real cyber security risks and define steps to mitigate risks. (knows)												4	4	0	0
	3.2.7 Validate legal documents to protect patients and the organization. (shows)												3	1	2	0
	3.2.8 Participate in reviewing a health information compliance plan to assess the level of compliance within the health system. (shows)												3	1	2	0
3.3 Healthcare Fraud and Abuse	3.3.1 Differentiate between healthcare fraud and abuse as defined in legislation. (knows)												5	4	1	0
	3.3.2 Identify the reporting requirements associated with healthcare fraud and abuse. (knows)												4	3	1	0
	3.3.3 Analyze data and reports to identify trends and patterns of fraud or abuse. (shows)												2	1	1	0
	3.3.4 Monitor clinical documentation integrity metrics and compare results to identify data trends. (shows)												2	1	1	0
3.4 State & Federal Reporting	3.4.1 Identify required elements for reporting vital statistics and notifiable diseases, abuse, and deaths. (knows)												4	3	1	0
	3.4.2 Apply exceptions to the privacy legislation to release information for required reporting purposes. (shows)												1	0	1	0
	3.4.3 Conduct data queries to identify physician and practitioner compliance with regulatory, credentialing, and licensure requirements. (shows)												2	1	1	0
4.1 Health Record Life Cycle	4.1.1 Identify the content of the health record and documentation for various types and sizes of health organizations, including virtual environments. (knows)												4	2	1	1
	4.1.2 Apply understanding of the health record life cycle. (shows)												3	1	2	0
	4.1.3 Accurately enter, export, and sort health records data. (does)												4	2	1	1
	4.1.4 Analyze workflow within an electronic health record. (does)												3	0	2	1



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7.1 Revenue Cycle Management	7.1.2 Apply regulatory requirements for patient billing data collection, claim generation, and adjudication for reimbursement and compliance. (shows)					s							2	0	2	0
	7.1.3 Define revenue life-cycle management from the initial patient contact through billing, payment adjudication, and cash posting. (knows)	k					k						3	3	0	0
	7.1.4 Evaluate code assignment for accurate reimbursement from payer sources. (shows)					s							2	0	2	0
	7.1.5 Explain the remittance advice and payment process for revenue cycle management. (knows)					s		k					2	1	1	0
7.2 Patient Encounters and Payers Responsibilities	7.2.1 Facilitate prior authorization and insurance eligibility activities. (knows)				k		k	k					3	3	0	0
	7.2.2 Document patient encounters and data collection, including charge capture, coding, and charge entry. (knows)				k		k	s					4	3	1	0
	7.2.3 Follow an established pricing estimate protocol to generate a transparent and compliant patient estimate of proposed services. (knows)						k	k					2	2	0	0
	7.2.4 Identify underpayments by payors or failure to capture revenue. (knows)						k		k				2	2	0	0
	7.2.5 Process denials and appeals for claims. (knows)						k	k	k				3	3	0	0
8.1 Quality Assessment and Improvement	8.1.1 Audit the quality of patient records and report on issues and trends. (shows)											s	2	0	2	0
	8.1.2 Recognize the role of health information management in tracking and reporting on performance indicators. (shows)	k										s	3	1	2	0
	8.1.3 Collect data at the level of detail needed to monitor and analyze performance. (shows)											s	3	0	3	0
	8.1.4 Review quality reports to identify trends and areas of improvement for continuous quality improvement. (shows)											s	3	0	3	0
8.2 Compliance Audits and Risk Management	8.2.1 Conduct an audit of health record data requirements and report on findings to promote workforce compliance with legal, regulatory, or accreditation requirements. (does)				s		s						3	0	2	1
	8.2.2 Compile and generate an audit report aligned to accreditation standards and communicate results. (does)				k								3	1	0	2
	8.2.3 Test new features and functions of new applications or templates to confirm data accuracy and use. (shows)								k		s		3	1	2	0
	8.2.4 Monitor data to identify risks, adverse events, or safety issues. (shows)									k		s	3	1	2	0
9.1 Virtual Business Administration	9.1.1 Interact with people virtually in their communities and other regions, states or nations. (does)	s		s		s		d				d	6	0	3	3
	9.1.2 Take steps to ensure authorized access to the session and the privacy and confidentiality of communication. (shows)				k			s				S	4	1	3	0
	9.1.3 Apply advanced communication skills to support transparent and engaging interactions. (does)			s					k			d	4	1	1	2
	9.1.4 Apply time management skills and productivity principles to ensure a conducive virtual environment. (does)	k										s	4	1	1	2
9.2 Financial Management	9.2.1 Identify the broad financial imperatives facing the health systems and the basics of good financial stewardship. (knows)					k							4	4	0	0
	9.2.2 Review a cost-effectiveness and cost-benefit analysis of budget priorities. (shows)											s	2	0	2	0
10.1 Leadership Principles	10.1.1 Practice shared decision-making with internal and external partners. (does)				s		k		s			d	5	1	2	2
	10.1.2 Practice ethical and transparent communications. (does)				s		s		d			d	6	0	2	4
	10.1.3 Provide coaching and mentoring to foster the professional development of others. (does)								s			d	3	0	2	1
	10.1.4 Applies evidence-based information and research to inform decisions and justify actions. (does)				s				s		s	d	5	0	4	1
10.2 Interprofessional Collaboration Activities and Initiatives	10.2.1 Identify professionals with legal authority to access electronic health records and their professional obligations to document patient care services. (knows)	k			s		k					s	5	3	2	0
	10.2.2 Develop training materials for various individuals, groups, and populations in collaboration with interprofessional team members. (does)		s								d	s	4	0	2	2

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	10.2.3 Recognize the various roles and scope of the inter-professional team. (knows)		k					k					k				s		k	K	6	5	1	0	
10.3 Critical Thinking	10.3.1 Apply conflict resolution practices during difficult situations or conversations. (shows)											s							s	s	4	1	3	0	
	10.3.2 Analyze problems, promote solutions, and encourage decision-making. (does)								s		s	s			S				d	d	6	0	4	2	
	10.3.3 Apply evidence-based information and research to practice. (does)	k	k		k	s		s	d						s		d			d	9	3	3	3	