

Bryan University

Health Information Management Program

HIM Program Student Handbook

2026

A comprehensive guide for HIM
Associate degree students.



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Section 1: Introduction & Program Foundations

Welcome

Dear Student,

Welcome to the Health Information Management (HIM) Program! We're excited to have you join a community of learners preparing to become skilled professionals in one of the most essential and rapidly growing fields in healthcare.

Throughout your time in the program, you will build a strong foundation in the various aspects of HIM. Each course is designed to help you grow both academically and professionally, with real-world connections to the healthcare information management (HIM) workplace.

We're here to support you every step of the way—from your first class to your final course. Be curious, stay motivated, and make the most of every opportunity to learn and grow. Your future in HIM starts now, and we can't wait to see all that you'll accomplish.

Welcome to the program—we're so glad you're here!

Health Information Management Program Faculty

Purpose of Program Handbook

The handbook serves as a primary resource for program policies, procedures and expectations; it is meant to complement and not replace the official Bryan University Catalog.

Mission

We believe in liberating the innate greatness in people. In doing so, Bryan graduates are prepared with the knowledge and practical, productive skills that lead directly to professional careers. They are preferred by employers because they are dedicated, intelligent, immediately productive in the workplace, and pursue a lifetime of learning.

We are tightly focused, selective, and targeted, having carefully researched the fields associated with each program.

We aspire to create learning environments that will transform the lives of the people we serve, enabling them to have a greater positive impact on their communities.

We strive to open the doors of knowledge and learning to those who are educationally disadvantaged.



We strive to engage in charitable and humanitarian efforts.

Vision

We provide an inclusive educational experience for our students, driven by the core belief that all students can succeed, regardless of their diverse life experiences, cultural backgrounds, economic conditions, attitudes, beliefs, or personal characteristics. This experience includes a disciplined focus on providing excellent learner support and continuously improving learner outcomes.

Our vision encourages an employment culture where each of our employees is valued and respected. We celebrate our diversity, recognizing that our differences make us stronger.

Our vision requires a long-term focus on organizational sustainability. To this end, we seek diverse revenue sources that align with our core competencies, while staying true to our mission and organizational values.

Core Values

Deliver Delight Every Time

We keep learner success at the center of every interaction to provide exceptional service and a delightful student experience.

Trust and Be Trusted

We act with integrity, empathy, and transparency, while assuming positive intent in each other's communications and decisions.

Own It

We take ownership of our responsibilities and actions to students, staff, and faculty.

Win Together

We navigate challenges and celebrate successes together as a diverse, educational community.

Continuously Improve

As lifelong learners, we intentionally find opportunities to grow and evolve as individuals and as an institution.

Accreditations

Bryan University has been granted a seven-year grant for institutional accreditation by the **Northwest Commission on Colleges and Universities**. This covers all programs from non-degree to graduate studies, as well as our branch campus in Toronto, Canada.



The Healthcare Program accreditor of Bryan University is the **Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)**. The College's accreditation for Associate of Science degree in Health Information Management and Support Services has been reaffirmed through 2025. All inquiries about the program's accreditation status should be directed by mail to CAHIIM, 200 East Randolph Street, Suite 5100, Chicago, IL, 60601; by phone at (312) 2353255; or by email at info@cahiim.org.



Program Learning Outcomes (PLOs)

1. Foundational Clinical and Administrative Knowledge


- Describe and utilize basic literacy of medical anatomy and physiology, pathology, and pharmacology terminology in the field.
- Describe and apply knowledge of the United States healthcare delivery system, including its processes, health data management, reimbursement methodologies, and financial/resource management.
- Assess and demonstrate an understanding of healthcare privacy and confidentiality, legal and ethical issues, compliance, and ethical standards of practice related to health information management.
- Identify the impact of policy on health care and the components of risk management related to health information.

2. Clinical Classification and Revenue Cycle Management

- Logically interpret, translate, and demonstrate skills to convert diagnoses, conditions, services, and procedures into medical codes using a variety of standard formats, including ICD, CPT, and HCPCS.
- Apply coding guidelines and regulations, including compliance and reimbursement, to handle issues such as medical necessity and claims denials.
- Validate assignment of diagnostic and procedural codes and groupings in accordance with official global guidelines.

3. Health Data, Analytics, and Information Technology

- Demonstrate an understanding of the collection, maintenance, record keeping process, and data quality in accordance with established professional best practice guidelines.
- Demonstrate computer skills for applications, healthcare information technologies and systems, data storage and retrieval, and data security.
- Calculate statistics for health care data and operations. Apply quantitative research and reasoning to a business need.

- 
- Report health care data through graphical representations/data visualization and describe the utility of analytic tools to interpret and present data to provide decision support.
 - Identify and utilize appropriate data and data sources for a given healthcare problem or inquiry.
 - Identify standards for exchange of health information.

4. Organizational Leadership and Interprofessional Skills

- Effectively communicate, query, and collaborate with healthcare stakeholders such as coders, billers, physicians, and other healthcare staff.
- Analyze, present, and interpret health data in relationship to organizational business practices and to provide decision support and drive strategic initiatives.
- Participate on multidisciplinary teams analyzing data to drive the organization's strategic vision.
- Evaluate leadership principles within health care organizations and understand concepts and theories associated with Healthcare Administration.
- Ensure processes are inclusive, compliant with federal/state programs, statutes, and organizational policies, and evaluate inclusion strategies in health information scenarios.

This table maps the core consolidated outcomes back to the specific programs (Medical Billing and Coding, Health Information Management, and Bachelor of Science in Healthcare Administration) to show where the knowledge areas intersect and diverge.

Outcome Area	Detailed Outcome	MBC (Cert)	HIM and SS	BSHA
Foundational Knowledge	Basic literacy in A&P, Pathology, and Pharmacology terminology.	✓	✓	
	Describe the US Healthcare Delivery System and its processes.	✓	✓	
	Understand Privacy, Confidentiality, Legal, and Ethical Issues.	✓	✓	
	Identify the impact of Policy and components of Risk Management.		✓	
	Evaluate Leadership Principles and Healthcare Administration concepts.			✓
	Identify Consumer Engagement and apply Globalization Principles.			✓
	Understand and ensure Inclusive Processes/Strategies.			✓
Coding & Revenue Cycle	Translate procedures and diagnoses into ICD, CPT, and HCPCS codes.	✓	✓	
	Apply Coding Guidelines, Compliance, and Reimbursement rules.	✓		
	Validate diagnostic and procedural code assignments.		✓	
	Address issues like Medical Necessity and Claims Denials.	✓		
Data & Technology	Demonstrate skills with Healthcare Information Technologies and Systems.	✓	✓	
	Understand Data Collection, Maintenance, and Quality processes.		✓	✓
	Calculate Statistics for health care data/operations.		✓	✓
	Report/Visualize Data and use Analytic Tools for decision support.		✓	✓
	Identify appropriate Data and Data Sources for inquiries.			✓
	Identify Standards for Health Information Exchange.		✓	
Professional Skills	Effectively Communicate and Collaborate with stakeholders (physicians, coders, etc.).	✓	✓	
	Participate on Multidisciplinary Teams to drive strategic vision.			✓
	Demonstrate Problem Solving Skills related to health system components.		✓	
	Effectively Disseminate Messaging of health information.			✓

Competency-Based Education (CBE)

The HIM and SS programs are adopting a hybrid Competency-Based Education (CBE) model, shifting focus from what students know to what they can do. This aligns with CAHIIM's future education model (FEM) and industry needs by emphasizing real-world application of skills. In this model, selected assignments will include a Competency Mastery Rubric, where instructors assess mastery of key competencies in addition to grading. While competency mastery will not determine course passing, the results will be used to evaluate program health, track student skill development, and inform the annual

Program Assessment Report (APAR). For a detailed overview of the CAHIIM Associate Competencies and Performance Indicators, please refer to the CAHIIM Curriculum Map and FEM Competencies linked here: [HIMSS Curriculum Map](#) and [HIM FEM Competencies](#)

Section 2: Program Oversight, Roles & Contact Information

Health Information Management Program Full-Time Faculty

Mechel McKinney, MBA, RHIA - Program Director

mechel.mckinney@bryanuniversity.edu

Donna Francis-Clark, MBA, RHIA, CPC – Supervised Experiential Learning (SEL) Coordinator

donna.francis-clark@bryanuniversity.edu

ppe@bryanuniversity.edu (for SEL)

Amy Higgins, MPH, CCS, CPC – Faculty, Certifications

amy.higgins@bryanuniversity.edu

Gerry Gordon, MPH, CPC, CPB, CRC, CCS - ACT Team Supervisor

gerry.gordon@bryanuniversity.edu

Cris Bennett, MHA, RHIT, CRCR

cris.bennett@bryanuniversity.edu

Experiential Learning Roles & Oversight

Certification and Experiential Learning Analyst

Role Description: Assist with site location, site approval, and student-site matching

Contact: Tieasha Liburd

Email: tieasha.liburd@bryanuniversity.edu

Appointment Link: [Click Here](#)



SEL Coordinator Role

Role Description: Manage SEL Prep Course, execute agreements and required document completion, monitor externship progress, and student advocacy.

Contact: Donna Francis-Clark

Email: ppe@bryanuniversity.edu

Appointment Link: [Click Here](#)

Section 3: Overview of Programs

Our Health Information programs are strategically designed to offer a progressive educational pathway, ensuring skills acquired at each level build a robust foundation for the next. The journey begins with the Certificate, which establishes essential technical competencies in clinical classification—focusing on accurately translating patient services through medical coding (ICD, CPT, HCPCS) and ensuring basic compliance. This foundation immediately leads to the Associate Degree, which shifts focus from individual encounters to managing the entire health information ecosystem, emphasizing data integrity, security, and the systemic environment. Students gain a comprehensive understanding of the US healthcare delivery system, legal/ethical standards, and basic health statistics.

Finally, the Bachelor Degree elevates this knowledge to strategic leadership and advanced analytics. Building upon the data management skills acquired, the program focuses on applying advanced quantitative research and leadership principles to organizational challenges. Graduates are prepared to use complex health data for executive decision support, drive strategic initiatives, and lead multidisciplinary teams. This progressive model moves students efficiently from foundational technical coding (Certificate) to systemic management (Associate) to strategic leadership (Bachelor).



Program Details

Medical Billing and Coding Undergraduate Certificate:

30 credits, 10 months, 40 weeks

The Medical Billing and Coding Certificate program prepares students to gain entry-level employment in the exciting and growing field of medical billing and coding. The program focuses on the skills related to coding medical conditions and procedures, as well as the subsequent use of these codes in billing and reimbursement. Students acquire the necessary skills of a medical coder in various healthcare environments, ensuring the ongoing quality of health information, in preparation for passing a chosen certified exam, such as the AHIMA Certified Coding Associate (CCA) exam.


The program includes core curriculum in medical terminology, anatomy and physiology, pathophysiology, pharmacology, inpatient and outpatient coding, health information and delivery systems, reimbursement, law, compliance, and healthcare technologies. Hands-on, practical experience is the focus of the program, which utilizes the AHIMA Virtual Lab and EHRgo, enabling students to solve problems that simulate those issues encountered in the modern healthcare marketplace.

Associate Degree in Health Information Management and Support Services:

60 credits, 20 months, 80 weeks

The Associate of Science in Health Information Management and Support Services program prepares students for entry-level employment in the exciting and growing field of health information. The program focuses on the skills related to health information management systems, preparing students to work in a wide range of healthcare organizations. The program includes an avenue to credentialing exams, such as the AHIMA Certified Coding Associate (CCA) or the Registered Health Information Technician (RHIT), including options to higher credentialing exams.

Hands-on, practical experience is the focus of the program, which utilizes the industry coding encoder application and the simulated electronic health record, EHRgo, enabling students to solve problems that simulate those issues encountered



in the modern healthcare marketplace. Experiential learning provides students with opportunities to apply theoretical knowledge in real-world settings and projects and networking opportunities.

Bachelor of Science in Healthcare Administration (Completion Degree) With Concentrations in Health Information Management Systems and Public Health:

120 credits, 20 months, 80 weeks

The Healthcare Administration Bachelor of Science completion program with concentrations in health information management systems and public health is designed to prepare students for positions that manage and use the release of protected healthcare and the staff performing these functions in healthcare organizations. The program focuses on the skills related to healthcare administration, revenue cycle management, and data management which will prepare the student for employment in a variety of healthcare organizations. Bryan University delivers this program through dynamic, adaptive, and experiential learning that includes personalized instruction and coaching.

Core Curriculum

The following is a list of HIM program courses that support and align with the development of these competencies:

UNV-101S Student Success & Tech Foundations

BIO-111S Anatomy & Physiology with Medical Terminology

BIO-121S Pathophysiology & Pharmacology

HIM-101 Intro to Health Information Management

HIM-115 ICD-10-CM Diagnosis Coding

HIM-125 ICD-10-PCS Procedure Coding

HIM-135 ICD Coding Applications

HIM-145 Introduction to Revenue Cycle Management

HIM-155 CPT and HCPCS Coding
HIM-201 Healthcare Ethics and Legal Principles
HIM-215 AI and Health IT
HIM-225 Quality and Clinical Informatics
HIM-240 Health Leadership & Operations
HIM-250 Data Analytics & Governance
HIM-297 Supervised Experiential Learning

General Education:

MAT-210 Intro to Stats and Data Analysis
ENG-110S English Composition I
ENG-112S English Composition II
COM-115S Interpersonal Communication
CRT-110S* Critical Thinking I

Health Information Management (HIM) Student Portfolio

Purpose of the Portfolio

The HIM Student Portfolio is required of all students in the Healthcare Program. It is designed to showcase your knowledge, skills, and competencies acquired throughout the program. This portfolio will serve as a professional representation of your experiential learning activities, projects, and required competencies for graduation.

Your portfolio will consist of required and elective experiential learning activities categorized into key domains of Health Information Management. Details for the e-portfolio are located in your program courses. **(See Appendix A: Portfolio Requirements)**

For students in the HIM Associates Degree, the e-portfolio is a requirement that is due in HIM-299/HIM-297.

HIM and SS (Associate Degree) HIM-299/HIM-297 Supervised Experiential Learning (Capstone)

Course Information

This information is for students who are in the HIM Associates Degree Program.

The SEL (HIM-299/HIM-297) is a mandatory, non-paid externship designed to bridge academic theory with real-world application. It offers students the opportunity to work alongside experienced HIM professionals in various healthcare environments.

Students will review and practice Health Information Management (HIM) and coding concepts from the Bryan University HIM program, focusing on skills crucial for certification exams. This course encourages self-directed review to identify areas of strength and opportunities for growth as they study and prepare for exam mastery. Additionally, this course includes a supervised experiential learning experience(s) with healthcare organizations and HIM professionals, applying acquired technology skills. Students gain practical knowledge of health information management functions and systems and complete a capstone project under the guidance of healthcare information management (HIM) professionals. Prerequisite: HIM-215 AI & Health IT

Critical Components for SEL Success

1. Complete all **core coursework**.
2. **Meet with the SEL team by Carousel 5** to begin Site Identification and Approval (including all BU and/or facility requirements).
3. **Register for and complete the self-paced Mandatory Externship Seminar by Carousel 7** for professional readiness.

Further details are provided in the SEL Handbook (link here: [HIM25 SEL Student Handbook_BU.docx](#))

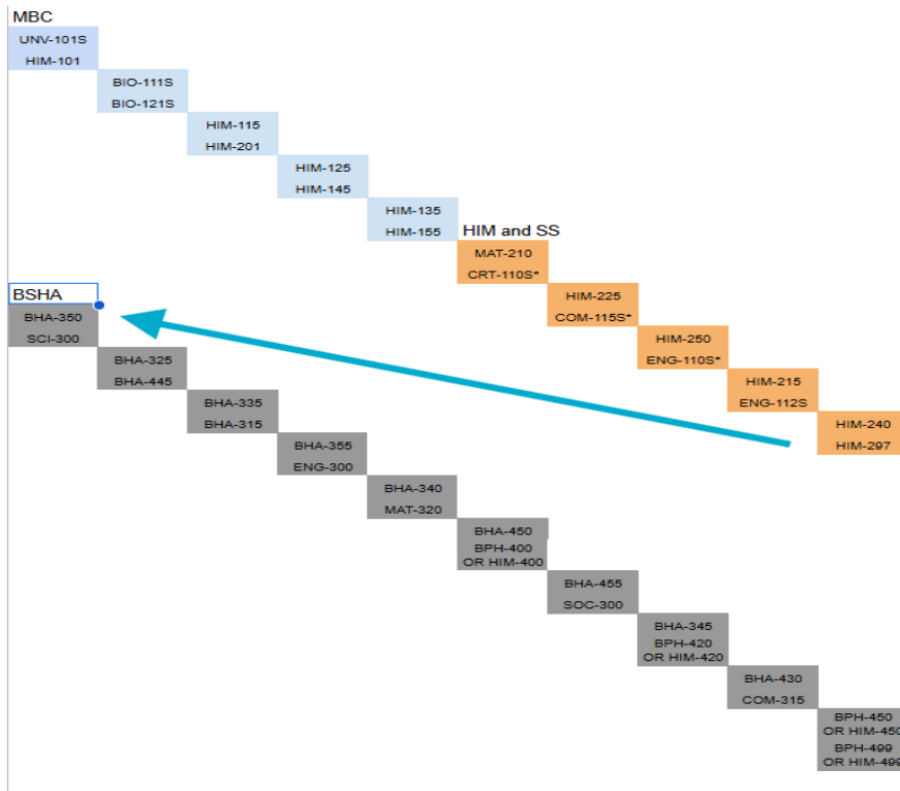
Failure to meet these prerequisites will result in a delay of the student's SEL enrollment, potentially impacting their graduation date.

Section 4: Healthcare Program Policies and Procedures

Enrollment and Advising

Academic Advising: Students will be placed into courses by the School's Registrar. Students may receive academic advisement through their Success Coach. Questions may also be directed to the Program Director.

Program Plan/Course Sequence:





Grading and Performance Standards

Bryan University students (full-time, part-time, undergraduate, and graduate students) must achieve Satisfactory Academic Progress (SAP) to successfully complete their programs of study and to remain eligible for Title IV/VA educational benefits. See details here: <https://catalog.bryanuniversity.edu/satisfactory-academic-progress>

Attendance and Participation

Students who are absent fourteen (14) consecutive calendar days will be withdrawn from their programs of study. Students withdrawn due to lack of attendance may apply for re-entry the following term. Approval for re-entry is based upon a student's Satisfactory Academic Progress (SAP) in the program and the student's ability to prove that circumstances leading to withdrawal have been resolved.

Students register course attendance by participating in, or completing, the following educational activities:

- Submitting an academic assignment
- Engaging in a drill, quiz, or exam
- Participating in a discussion about course-related academic content

Withdrawal and Leave of Absence Policies

Students must submit a Leave of Absence Request Form, prior to the LOA. The form should include the date and the reason for the LOA request. The LOA will be reviewed and approved by the Dean of Students, unless an emergency prohibits submission of the form.* The University will respond to a submitted LOA request form within 3 business days. See full policy here:

<https://catalog.bryanuniversity.edu/leave-of-absence>

Ethical and Professional Conduct

Bryan University is committed to maintaining high standards for student conduct.

See full details here: <https://catalog.bryanuniversity.edu/code-of-conduct>

Students will be held accountable for, or should report, the following violations occurring online, on campus, or at practicum facilities:

- All forms of dishonesty, including cheating, plagiarism, forgery, or misuse of University documents.
- Theft, deliberate destruction, or damage of University property or property owned by employees and students.
- Inappropriate or profane behavior that disrupts teaching, research, administration, disciplinary proceedings, or other University activities.
- Consumption, possession, manufacturing, or distribution of alcoholic beverages or controlled substances.
- Failure to comply with the instructions of University officials acting within the scope of their employment responsibilities.
- Violence or threats of violence toward persons or property of students, faculty, staff, or the University.
- Improper use of email and Internet access for purposes unrelated to the educational mission of the University, such as, University email to solicit private business.
- Inappropriate use of cell phones or other electronic devices, all of which must be turned off while in the classroom.
- Physical abuse, verbal abuse, bullying, intimidation, harassment, coercion, stalking, or any conduct that threatens or endangers the physical or psychological safety of another person.
- A student involved in any of the violations listed above will be sanctioned accordingly. Possible sanctions range from receiving a written letter of reprimand to immediate dismissal from the University.
- Academic Integrity: Policies on plagiarism, cheating, and unauthorized access to protected health information (PHI).
- Professionalism in Healthcare: Expectations for communication, respect, and behavior reflective of the healthcare industry.
- HIPAA and Confidentiality: Mandatory training and strict adherence to privacy laws.



Virtual Professionalism

When participating in virtual meetings, students are expected to present themselves professionally, just as they would in an on-site setting. This includes being on camera unless otherwise instructed, ensuring proper lighting, and choosing a quiet, distraction-free environment with a neutral background. **Bryan University-branded virtual backgrounds are available and recommended for use if your environment is not appropriate.** Dress appropriately in business or business-casual attire, and avoid multitasking during meetings. Maintain eye contact, engage actively, and mute your microphone when not speaking to minimize background noise. These behaviors reflect your commitment to professionalism and respect for others in the virtual space.

Section 5: Professional Certifications

As part of our commitment to student success and career readiness, our program supports national certification opportunities through the American Health Information Management Association (AHIMA). To help students take the next step in their professional journey, the school covers the cost of the first exam attempt for eligible certifications.

To qualify for the paid exam attempt, students must:

- Achieve a passing score on the program's designated mock certification exam, and
- Take the official certification exam within a specified time frame after program completion (typically within a few months, as determined by the department).

Earning a professional certification is a powerful and often essential step toward validating your expertise and advancing your career in Health Information Management. These credentials, primarily managed by the American Health Information Management Association (AHIMA), demonstrate to employers that you have mastered the necessary knowledge and skills.

Overview of Key AHIMA Certifications


The HIM programs at Bryan University are designed to prepare you for the following industry-recognized AHIMA credentials:

Certification	Description	Recommended Bryan Program
CCA (Certified Coding Associate)	An entry-level credential for coders in any care setting.	Medical Billing and Coding Certificate
RHIT (Registered Health Information Technician)	The standard certification for graduates of a CAHIIM-accredited Associate Degree program. Focuses on data quality, data integrity, and compliance.	Associate Degree in HIM and Support Services
CAHIMS (Certified Associate in Healthcare Information and Management Systems) sponsored by HIMSS	CAHIMS validates your ability to support complex systems, navigate clinical workflows, and collaborate across teams.	Bachelors in Healthcare Administration

Note on Eligibility: Bryan University provides the robust curriculum necessary to prepare for these exams. Certification eligibility is determined solely by the credentialing body (AHIMA) and may require meeting specific educational, experiential, or exam requirements which are subject to change.

Certification Preparation and Support

- **Curriculum Alignment:** Our courses are meticulously aligned with the HIM domains tested on the CCA, CCS, and RHIT exams.

- 
- **Targeted Review:** We integrate review materials and practice exams into capstone courses to help you prepare effectively.
 - **Post-Graduation Support:** The Career Services department and your Program Director are available to help guide you through the application process for the certification exams immediately following your graduation.

Professional Organizations

We strongly encourage all HIM students to join AHIMA (American Health Information Management Association) and other industry-related associations. Membership provides access to vital industry news, continuing education, networking opportunities, and discounted exam fees. (see **Appendix B: Professional Organizations**)

Section 6: Student Support and Resources

Our program is committed to your success both inside and outside the classroom. Student Support Services are available to provide guidance, resources, and assistance throughout your academic journey.

Academic Support

1. **Tutoring Services** (e.g., Writing Center, subject-specific tutoring).
2. **Library and Research Resources** (Access to electronic databases for HIM research).

Student Services

See the Bryan University Catalog <https://catalog.bryanuniversity.edu/> for specific information on the following:

- **Financial Aid Information**
- **Disability Services**
- **Student Grievance Process**



Appendix A

Portfolio Requirements



Portfolio Submission Requirements

At the completion of the program, your portfolio must contain:

1. **Cover Page** (Your name, program name, submission date)
2. **Table of Contents**
3. **Create a table of Activities/events in chronological order of the date completed** (Name of event/activity, location, date completed, R-Required or E-Elective)
4. **Personal Statement** (One-page reflection on career goals and program experiences)
5. **Resume**
6. **Use the Experiential Learning Activity Categories**
 - a. **Required**
 - b. **Elective** (A minimum of 3 required)
7. **Technical Skill Builders**
8. **Practicum**
9. **Appendix**
 - a. **Site Evaluations (as applicable)**
 - b. **Attendance and Activity Tracking Forms (as applicable)**



Appendix B
Professional Organizations

As a student in the Health Information Management (HIM) associate degree program, you are encouraged to become involved in professional associations that support your education, career readiness, and lifelong learning. These organizations provide resources, networking, and certification opportunities essential for success in the field.

Membership Fees

At a designated point in the HIM program, your **university pays for your student membership in AHIMA**, the leading professional association in this field. Faculty will notify you when this occurs.

AHIMA – American Health Information Management Association

Website: www.ahima.org

What is AHIMA?

AHIMA is the national organization for health information professionals in the U.S. It sets standards for education, certification (including RHIT), and data governance.

Why is it important?

- ⊘ Recognized leader in HIM education and professional standards
- ⊘ Provides RHIT exam prep and credentialing
- ⊘ Offers webinars, publications, and career resources

Student Benefits:

- ⊘ Access to communities and professional development
- ⊘ Includes membership in state and local associations

Component Associations (State Chapters)

What are they?

Component Associations (CAs) are state-level branches of AHIMA. They support local education and advocacy efforts.

Why are they important?

- 
- € State-specific job boards and conferences
 - € Great for finding internships or local job opportunities
 - € Continuing education events close to home

Student Benefits:

- € Included with your AHIMA membership
- € Opportunities to volunteer or join student committees

Regional Associations (Local HIM Groups)

What are they?

These are smaller, local HIM groups within your state that host events and meetings.

Why are they important?

- € Great for local networking and job leads
- € Often host guest speakers and hands-on workshops
- € Help you build relationships with HIM professionals in your area

Student Benefits:


- € Often free or low-cost participation
- € Opportunity to attend events and start networking early

IFHIMA – International Federation of Health Information Management Associations

Website: www.ifhima.org

What is IFHIMA?

An international organization that promotes global collaboration and standards in HIM, working closely with the World Health Organization (WHO).



Why is it important?

- € Expands your understanding of global HIM practices
- € Offers perspectives on international health data and policies
- € AHIMA is a member, giving you indirect access to its resources

Student Benefits:

- € Public access to articles and reports
- € Valuable for students interested in international health or policy

HIMSS – Healthcare Information and Management Systems Society

Website: www.himss.org

What is HIMSS?

A global society focused on improving health through information technology, including electronic health records and analytics.

Why is it important?

- € Ideal for students interested in **health informatics or IT**
- € Offers certifications, educational webinars, and conferences
- € Covers emerging topics like data security and interoperability

Student Benefits:

- € Discounted or free student membership
- € Access to HIMSS Learning Center and job board
- € Opportunities to explore healthcare technology careers



AAPC – American Academy of Professional Coders

Website: www.aapc.com

What is AAPC?

AAPC is the nation's largest organization for medical coders, billers, and auditors, offering certifications like CPC (Certified Professional Coder).

Why is it important?

- € Essential for students focused on **medical coding and billing**
- € Offers training, certification prep, and career support
- € Recognized in outpatient and physician coding environments

Student Benefits:

- € Student discounts on memberships and exam packages
- € Access to **coding tools, webinars, and practice exams**
- € Valuable supplement to AHIMA for dual certification interests



Appendix C

Confidentiality Agreement and Student Program Handbook Declaration Page:

[HIM_Confidentiality_Agreement.docx](#)

[HIM_Student_Program_Handbook_Declaration.docx](#)