

AHIMA KNOWLEDGE CLUSTERS for HEALTH INFORMATION MANAGEMENT

Associate Degree Program

The knowledge clusters serve as the basis of curriculum development and learning objectives for academic programs in health information management.

Bloom's Taxonomy is a classification system that provides a standard system of classifying the learning outcome level expected of a content area (knowledge cluster) within an educational experience and provides constructive help on building a curriculum. Bloom's Taxonomy helps to specify learning objectives so that it becomes easier to plan learning experiences and prepare evaluation devices.

Bloom's Taxonomy	Explanation
1 = Knowledge: The remembering (or recalling) of appropriate, and previously learned information	<ul style="list-style-type: none"> • Observation & recalling information • Classifications & categories (of major ideas) • Knowledge of major principles and theories of subject matter • <i>Learning objectives phrasing:</i> list, define, describe, identify, match, select, label, reproduce, state
2 = Comprehension: Grasping the meaning of information	<ul style="list-style-type: none"> • Translate knowledge into a new context • Interpret facts, infer causes • Predict consequences • <i>Learning objectives phrasing:</i> convert, discuss, estimate, explain, generalize, give examples, restate in own words, summarize, distinguish, differentiate, interpret
3 = Application: Applying previously learned information to new situations to solve problems	<ul style="list-style-type: none"> • Identify the best answer • Solve problems using required skills or knowledge • Determine, discover, assess, articulate • <i>Learning objectives phrasing:</i> apply, demonstrate, calculate, solve, modify, change, classify, discover, solve, teach, utilize
4 = Analysis: Breaking down information and inferring (or finding evidence) to support divergent conclusions	<ul style="list-style-type: none"> • Break down, differentiate, discriminate • Recognize, infer, point out • Illustrate, outline, prioritize • <i>Learning objectives phrasing:</i> diagram, distinguish, organize parts, recognize hidden meanings, identify components, arrange, select, explain, infer, prioritize
5 = Synthesis: Applying prior knowledge and skills to create a new or original whole	<ul style="list-style-type: none"> • Use old ideas to create new ones • Predict and draw conclusions • Adapting divergent knowledge toward a new synthesis • <i>Learning objectives phrasing:</i> adapt, anticipate, collaborate, combine, compare, compose, design, devise, facilitate, negotiate, reconstruct, reorganize, substitute, revise, design, invent

6 = Evaluation: Judging the value of material based on personal values and opinions resulting in an end product	<ul style="list-style-type: none"> • Assess value of theories and presentations • Make choices based on reasoned argument • Verify the value of evidence presented • <i>Learning objectives phrasing:</i> Appraise, decide, recommend, convince, judge, support, conclude, critique, defend, reframe
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Knowledge Cluster Content
Biomedical Sciences
▪ Anatomy (4)
▪ Physiology (4)
▪ Medical Terminology (4)
▪ Pathophysiology (4)
▪ Pharmacotherapy (4)
I.A. Health Data Structure, Content and Standards
1. Data versus information (4)
2. Structure and use of health information (individual, comparative, aggregate) (4)
3. Health information media (such as paper, computer, web-based) (4)
4. Health record data collection tools (such as forms, screens, etc.) (4)
5. Data sources (primary, secondary) (4)
6. Data definitions, vocabularies, terminologies, and dictionaries (4)
7. Data storage and retrieval (4)
8. Data quality and integrity (4)
9. Healthcare data sets (such as OASIS, HEDIS, DEEDS, UHDDS) (4)
10. Data monitoring and compliance reporting (5)
11. National Healthcare Information Infrastructure (NHII) (4)
I.B. Healthcare Information Requirements and Standards

Knowledge Cluster Content	
1.	Type and content of health record (paper, electronic, computer-based, e-health-personal, web-based) (5)
2.	Health record documentation requirements (such as accreditation, certification, licensure) (5)
3.	Health record monitoring and compliance reporting (5)
I.C. Clinical Classification Systems	
1.	Classifications, taxonomies, nomenclatures, terminologies, and clinical vocabularies (4)
2.	Principles and applications of coding systems (such as ICD-9-CM, ICD-10, CPT/HCPCS, DSM-IV) (5)
3.	Diagnostic and procedural groupings (such as DRG, APC, RUGs, SNOMED-CT) (5)
4.	Casemix analysis and indexes (4)
5.	Medicare Severity Diagnosis Related Groups (MS-DRGs) (4)
6.	Coding compliance strategies, auditing, and reporting (such as CCI, plans) (5)
7.	Coding quality monitors and reporting (5)
I.D. Reimbursement	
1.	Commercial, managed care and federal insurance plans (4)
2.	Payment methodologies and systems (such as capitation, prospective payment systems PPS, RBRVS) (4)
3.	Billing processes and procedures (such as claims, EOB, ABN, electronic data interchange) (4)
4.	Chargemaster maintenance (5)
5.	Regulatory guidelines (such as LMRP, peer review organizations) (3)
6.	Reimbursement monitoring and reporting (5)
7.	Compliance strategies and reporting (3)
II.A. Healthcare Statistics and Research	
1.	Indices, databases and registries (4)
2.	Vital statistics (5)
3.	Healthcare statistics (5)
4.	Descriptive statistics (such as means, frequencies, ranges, percentiles, standard deviations) (5)
5.	Statistical applications with health care data (5)
6.	Institutional Review Board (IRB) processes (4)
7.	National guidelines regarding human subjects research (4)
8.	Research protocol monitoring (4)
9.	Data selection, interpretation, and presentation (5)
10.	Knowledge-based research techniques (such as library, Medline, web-based) (5)
II.B. Quality management and Performance Improvement	

Knowledge Cluster Content
1. Quality assessment and improvement (such as process, collection tools, data analysis, reporting techniques) (4)
2. Utilization management, risk management, and case management (3)
3. Regulatory quality monitoring requirements (4)
4. Outcomes measures and monitoring (4)
III.A. Healthcare Delivery Systems
1. Organization of healthcare delivery in the United States (4)
2. Healthcare organizations structure and operation (4)
3. External standards, regulations, and initiatives (such as licensure, certification, accreditation, HIPAA) (4)
4. Payment and reimbursement systems (4)
5. Healthcare providers and disciplines (4)
III.B. Healthcare Privacy, Confidentiality, Legal and Ethical Issues
1. Legislative and regulatory processes (3)
2. Legal terminology (5)
3. Health information/record laws and regulations (such as retention, patient rights/advocacy, advanced directives, privacy) (5)
4. Confidentiality, privacy, and security policies, procedures, and monitoring (5)
5. Release of information policies and procedures (5)
6. Professional and practice-related ethical issues (5)
IV.A. Information and Communication Technologies
1. Computer concepts (such as hardware components, operating systems, languages, software packages) (3)
2. Communication and Internet technologies (such as networks, intranet, standards) (3)
3. Common software applications (such as word processing, spreadsheet, database, graphics) (5)
4. Health information systems (such as administrative, patient registration, ADT, EHR, personal health record (PHR), lab, radiology, pharmacy) (4)
5. Voice recognition technology (3)
6. Health information specialty systems (such as ROI, coding, registries) (5)
7. Application of systems and policies to health information systems and functions and healthcare data requests (5)
IV.B. Data Storage and Retrieval
1. Document archival, retrieval, and imaging systems (5)
2. Maintenance and monitoring of data storage systems (5)
IV.C. Data Security and Healthcare Information Systems

Knowledge Cluster Content	
1.	System architecture and design (3)
2.	System acquisition and evaluation (3)
3.	Screen design (4)
4.	Data retrieval and maintenance (4)
5.	Data security concepts (3)
6.	Data integrity concepts (4)
7.	Data integrity and security processes and monitoring (5)
8.	Data recovery and risk management (4)
9.	Work process design (such as ergonomics, equipment selection) (3)
V.A. Organizational Resources	
1.	Roles and functions of teams and committees (5)
2.	Teams/consensus building and committees (4)
3.	Communication and interpersonal skills (5)
4.	Team leadership concepts and techniques (4)
5.	Orientation and training (such as content, delivery, media) (5)
6.	Workflow and process monitors (4)
7.	Performance monitors (4)
8.	Revenue cycle monitors (4)
9.	Organizational plans and budgets (framework, levels, responsibilities, etc.) (4)
10.	Resource allocation monitors (4)