

## Transfer Planning Guide 2019-2020

## Major in Health Information Management

## Bachelor of Science in Health Information Management Degree (BSHIM)

## 120 Credit Hours

Texas Education Code Section 61.822 requires that Texas public institutions facilitate the transferability of lower-division course credit through the **Core Curriculum**. The [Core Curriculum](http://mycatalog.txstate.edu/undergraduate/general-education-core-curriculum/) contains nine Foundational Component Areas (42 hours), which every Texas State student must satisfy to graduate.

Texas State is a participant in the \***Texas Common Course Numbering System** [(TCCNS).](https://www.tccns.org/) Use the TCCNS to find courses you can take at your institution to ensure transfer of credit toward freshman- and sophomore- level degree requirements at Texas State.

| Code | Course | Required Hours |
| --- | --- | --- |
| 010 | Communication | 6 required hours |
| 020 | Mathematics | 3 required hours *(see Recommended Core Curriculum Choices below)* |
| 030 | Life and Physical Sciences | 6 required hours |
| 040 | Language, Philosophy & Culture | 3 required hours |
| 050 | Creative Arts | 3 required hours |
| 060 | American History | 6 required hours |
| 070 | Government/Political Science | 6 required hours |
| 080 | Social and Behavioral Sciences | 3 required hours |
| 090 | Component Area Option | 6 required hours |

*Students will receive core credit at Texas State for any course successfully completed in the Core Curriculum of the sending institution.*

## RECOMMENDED CORE CURRICULUM CHOICES FOR THE BSHIM

This degree requires specific courses for degree completion, and with wise planning, you may take courses that satisfy both the Core Curriculum and the BSHIM requirements:

| Courses | TCCN | TEXAS STATE |
| --- | --- | --- |
| 020 Mathematics | MATH 1314, 1324, 1325, 2313, 2412 or 2413 | MATH 1315, 1319, 1329,2321, 2417 or 2471 |

## ADDITIONAL LOWER-DIVISION BSHIM REQUIREMENTS

| TCCN | TEXAS STATE |
| --- | --- |
| COSC 1301 | CS 1308 |
| BIOL 2404 | BIO 2430 |
| HITT 1035 | HIM 2360 (must earn grade of “C” or higher) |
| MATH 1342 or MATH 2342 or PSYC 2317 | MATH 2328 or PSY 2301 |

## ADMISSION TO THE HEALTH INFORMATION MANAGEMENT PROGRAM:

1. The Bachelor of Science in Health Information Management (B.S.H.I.M.) degree with a major in Health Information Management requires admission to the university and admission to the program.  For more information visit: <http://www.health.txstate.edu/him/>
2. University application deadlines are different than the Health Information Management (H.I.M.) program deadline. Potential program applicants are encouraged to complete the University process early to facilitate review of transcripts during the H.I.M. program application process.
3. Any student may declare Pre-Health Information Management as their major. To declare Pre-HIM as a major, contact the College of Health Professions Advising Center. It is strongly recommended that students present themselves for academic advising as soon as health information management has been selected as a major.
4. Students must have completed the majority of the general education core curriculum and other prerequisite coursework listed below before being allowed to enroll in the H.I.M. program.
	* Course List (Texas State numbers—See previous page for TCCN equivalencies)
		+ HIM 2360
		+ BIO 2430
		+ CIS 1323 or CS 1308
		+ HP 3302
5. Students must have a maximum of nine hours of general education core curriculum and prerequisite coursework remaining to be completed in the summer following the application deadline.
6. Students must have a minimum overall GPA of 2.50 to apply.
7. Students must submit H.I.M. program application by March 31st for consideration to begin the HIM coursework in the fall semester.
8. Students will be required to interview with the H.I.M. Program Admissions Committee.
9. Advanced placement in the major coursework due to previous health information or related coursework and/or work experience will require a review of the student’s credentials and transcripts. Due to course sequencing and the scheduling of the professional practice experience assignment, students who drop out of the program for one or more semesters will be required to reapply for admission and be re-interviewed by the admissions committee.
10. To graduate with a B.S.H.I.M., students must successfully complete all HIM courses with a “C” or higher. HIM courses are to be taken in a lock-step sequence. Most courses are offered only once each academic year; therefore, progress in the program may be delayed if a student falls out of sequence due to failure to successfully complete the HIM courses with the required “C” or higher. Due to course sequencing and the scheduling of the professional practice experience assignment, students who drop out of the program for one or more semesters will be required to reapply for admission and be re-interviewed by the admissions committee for consideration to be allowed to continue in the program.
11. All students must have attained a 2.0 or higher Texas State University GPA with a minimum of 2.25 GPA in the HIM major courses to graduate.
12. During the second semester of the senior year students are required to take a five-week professional practice experience course. This course requires that the students spend a minimum of five weeks in other institutions (hospitals or healthcare related organizations) away from campus. Or, students who have already completed an associate degree in health information or another bachelor’s degree or who have significant healthcare experience are required to complete a two-week professional practice experience course. Students must furnish their own transportation and housing. Due to the time and distances involved, no courses other than those listed can be taken in the final semester of the senior year.

## IMMUNIZATION REQUIREMENTS

It is a policy of the College of Health Professions that each student must provide a Health Report form completed by a physician or licensed healthcare provider, providing evidence of specific immunizations before the student can be placed in a professional practice experience assignment. Information on these requirements and forms may be obtained through the Department of Health Information Management.

## BACKGROUND CHECKS AND DRUG SCREENING

As a condition for placement in professional practice experience sites, students may be required to have a background check and/or drug screening and/or meet other specific requirements as set by individual sites. Information on these requirements may be obtained through the Department of Health Information Management.

## GRADUATION WITH HONORS

Students earning a GPA of 3.40-3.59 will graduate cum laude; 3.6-3.79 will graduate magna cum laude; 3.8-4.0 will graduate summa cum laude. Calculation of the GPA to determine honors status is based on all Texas State University coursework applied to the first baccalaureate degree, including work completed in the final semester. Effective summer 2012, to be eligible for graduation with honors, a student seeking a baccalaureate degree must have completed a minimum of 54 semester credit hours preceding graduation at Texas State.

Hours earned through Texas State correspondence courses and extension courses are counted in the hours required to be eligible for honors and in the GPA calculation for honors. Hours earned through Texas State credit-by-examination, work/life experience, and other courses receiving “CR” (pass/fail) grades are counted in the hours required to be eligible for honors, but do not count in the GPA calculation. Remedial courses with a “CR” grade and graduate courses are not counted in either the hours required or the GPA calculation for honors.

Transfer students who have earned at least 54 semester hours at Texas State are eligible to graduate with honors if their Texas State GPA meets the above criteria. Students earning second baccalaureate degrees are eligible for graduation with honors if they complete 54 or more hours at Texas State in pursuit of the second degree.

## UNIVERSITY ADMISSION:

1. Submit a completed [application](https://www.applytexas.org/adappc/gen/c_start.WBX), all supporting documents, including an official high school transcript and transcript(s) from every institution attended and application fee, to the Office of Undergraduate Admissions by the stated [priority date.](http://www.admissions.txstate.edu/future/application-dates.html)
2. Students with **1-15 transferable hours** must have a minimum 2.0 GPA in all transferable course work and meet [freshman admission standards.](http://www.admissions.txstate.edu/future/freshman/admissions-requirements) Students with **16-29 transferable hours** must have a minimum 2.5 GPA in all transferable course work. Students with **30 or more transferable hours** must have a minimum 2.25 GPA in all transferable course work. All students must be eligible to return to all previous institutions and be at least one full semester out of high school.

Students transferring to Texas State from a community college may elect to follow the [Texas State Undergraduate Catalog](http://mycatalog.txstate.edu/) that was in effect at the time they enrolled at their community college. Students may also, with the approval of their College Dean, follow a subsequent catalog. Students are reminded to refer to their designated catalog for information related to University requirements for curriculum, graduation, probation/suspension, and other general information.

## FOR MORE INFORMATION, CONTACT:

Office of Undergraduate Admissions

Texas State University

Richard A. Castro Undergraduate Admissions Center

429 N. Guadalupe St.

San Marcos, Texas 78666 512.245.2364

<https://www.admissions.txstate.edu/>

College of Health Professions Advising Center

Encino Hall 302

512.245.3506

<https://www.health.txstate.edu/advising/>

***Texas State reserves the right to withdraw courses at any time, to change its fees or tuition, calendar, curriculum, degree requirements, graduation procedures, and any other requirements affecting students. Changes will become effective whenever authorities determine and will apply to both prospective students and those already enrolled.***

**OCT 2019**