



HIM 500 Milestone One Guidelines and Rubric

Overview: Imagine you have been contracted to consult on the recent developments at the Featherfall Medical Center. Featherfall has been struggling of late; it has had a series of problems that have prompted your hiring. It has faced the following issues:

1. Featherfall has recently violated several government regulations regarding the current state of its technology and how it is being used. The technology system is vastly out of date, and staff are not always using the technology that is in place or they are using the technology inappropriately. These problems have lost the institution lots of money for not meeting government regulations and have caused operational and ethical problems from inefficient and ineffective use of technology.
2. The staff at Featherfall are not well-trained on the use of technology and do not communicate appropriately about technology use. The roles that pertinent to your consult are the health information management team, the clinical staff (doctors, nurses, etc.), and administrative staff. The health information management team uses proper coding practices, and the current technology system serves them well, despite its age. However, other roles in the hospital have had issues with the system. Clinical staff, for instance, have had record-keeping issues both due to lack of training on the system and the system itself being out of date. Administrative staff within the organization have taken issue with the lack of communication about the technology and its use between the various roles. When the current technology system was chosen many years ago, the needs of these various roles were not considered.

In this milestone, you will submit a discussion of the history of healthcare information management/informatics and the current landscape in terms of technology. This milestone will set the stage for your project.

Specifically the following critical elements must be addressed:

- I. **Preparation for Consult:** In this section of your final project, you will prepare for your consultation on the organization's technology choice. To prepare, you will analyze the field of health information management for determining standard technologies and guidelines related to technology use in order to inform your technology selection.
 - A. Analyze **key historical events** in the field of health informatics for how technology has been used that could inform the management of health information. Be sure to support your response with appropriate examples.
 - B. Determine **guidelines** for technology use in the field of health information management that Featherfall could implement. Be sure to support your response with research.
 - C. Determine the **standard technologies** currently used in the field of health information management. Be sure to support your response with research. For example, what record-keeping technologies are typically used in the field?
 - D. Develop an overview of how the pertinent **roles** described at Featherfall would interact with technology.
 - E. Describe the process you would use to **evaluate** new health information technology systems. Be sure that your process will evaluate new systems based on how they meet the needs of the organization and how they are compliant with health regulations and laws.

Rubric

Guidelines for Submission: This milestone must be 2–3 pages in length (plus a cover page and references) and must be written in APA format. Use double spacing, 12-point Times New Roman font, and one-inch margins. All references cited in APA format.

Critical Elements	Proficient (100%)	Needs Improvement (75%)	Not Evident (0%)	Value
Preparation for Consult: Key Historical Events	Analyzes key historical events in the field of health informatics for how technology has been used historically that could inform the management of health information, supporting response with appropriate examples	Analyzes key historical events in the field of health informatics for how technology has been used historically that could inform the management of health information, supporting response with examples, but analysis is cursory or illogical or examples are inappropriate	Does not analyze key historical events in the field of health informatics	18
Preparation for Consult: Guidelines	Determines guidelines for technology use in the field of health information management that Featherfall could implement, supporting response with research	Determines guidelines for technology use in the field of health information management that Featherfall could implement, supporting response with research, but determined guidelines are inappropriate, or supporting research is misaligned	Does not determine guidelines for technology use in the field of health information management	18
Preparation for Consult: Standard Technologies	Determines the standard technologies currently used in the field of health information management, supporting response with research	Determines technologies used in the field of health information management, supporting response with research, but determined technologies are not standard currently in the field, or supporting research is misaligned	Does not determine technologies used in the field of health information management	18
Preparation for Consult: Roles	Develops an overview of how the various roles at the healthcare institution interact with technology and the health information management team	Develops an overview of how the roles at the healthcare institution interact with technology and the health information management team, but overview is cursory	Does not develop an overview of how the roles at the healthcare institution interact with technology and the health information management team	18

Preparation for Consult: Evaluate	Describes the process that would be used to evaluate new health information technology systems for the institution that meet the needs of the organization and how they are compliant with health regulations and laws	Describes the process that would be used to evaluate new health information technology systems for the institution, but description is cursory or misaligned with the needs of the organization or health laws and regulations	Does not describe the process that would be used to evaluate new health information technology systems for the institution	18
Articulation of Response	Submission has no major errors related to citations, grammar, spelling, syntax, or organization	Submission has major errors related to citations, grammar, spelling, syntax, or organization that negatively impact readability and articulation of main ideas	Submission has critical errors related to citations, grammar, spelling, syntax, or organization that prevent understanding of ideas	10
Total				100%