



# Health Information Management

SCHOOL OF HEALTH AND PUBLIC SAFETY

## Overview

Our Health Information Management program trains you to handle personal health information responsibly and effectively.

It is designed to equip you with the skills to manage and interpret health data, ensuring that the highest quality of information informs health services.

Our program combines computer technology, healthcare knowledge and critical analysis skills.

In this program, you will:

- learn to collect, record, review and transmit health information
- develop the ability to manage and interpret the information contained within health records
- become proficient in industry-specific software for health information management
- understand and apply national data standards in translating patient and medical records into usable data
- provide quality information for patient care, resource allocation, quality improvement, statistics and planning
- receive classroom instruction and laboratory practice to become a proficient health information management professional
- participate in practicum placements within established healthcare facilities.

Instruction is tailored to meet the current demands of the healthcare industry. Your training is focused on preparing you for immediate employment in hospitals and other public healthcare settings.

Upon graduation, you will be prepared to enter the workforce as a health information management professional, with employment opportunities in hospitals and organizations that manage health data where your expertise in managing critical health data is essential.

## Traits, skills and aptitudes

Health information management professionals tend to be methodical, innovative and directive.

You need:

- self-motivation
- critical thinking
- attention to detail
- the ability to multitask and prioritize
- an eye for detail to ensure accuracy
- the ability to sit for long periods
- computer literacy, including accurately typing 30 words per minute (wpm).

You should enjoy taking a step-by-step approach to compiling and sorting information, taking part in data quality controls, using information retrieval systems and responding to requests for information.

You are strongly encouraged to refer to the [ALIS website for career, learning, and employment information for health information management professionals](#) to ensure you can successfully meet the occupational requirements for the program and profession.

## Professional designations and certifications

This program is accredited by the Canadian College of Health Information Management (CCHIM) and meets the learning outcomes for Health Information Management (LOHIM).

Graduates are eligible to write the CCHIM national exam and obtain their Certified in Health Information Management (CHIM) designation.

## Credentials

Upon successful completion of this program, you'll be awarded a SAIT Health Information Management diploma.

## Practicum, Co-op and Work Integrated Learning

In this program, you will participate in two required practicum placements.

You will be assigned practicum placements with consideration given to your preference of location. However, due to limited availability in Calgary, it might be necessary for you to travel or relocate outside the city. Special considerations will not be accommodated.

In compliance with the practica agreements with our clinical partners, you will be required to provide specific documentation before you can participate in your practicum. [Find out what requirements you need for this program.](#)

## Admission requirements

### Applicants educated in Canada

All applicants must demonstrate [English language proficiency](#) and meet the following requirements or equivalents:

- at least 60% in Math 30-1 or Math 30-2, and
- at least 60% in English Language Arts 30-1 or English Language Arts 30-2, and
- at least 60% in Biology 30.

SAIT accepts [high school course equivalents](#) for admission for applicants educated outside Alberta.

### Applicants educated outside of Canada

All applicants who were educated outside of Canada must demonstrate [English language proficiency](#) and provide proof they meet the program admission requirements with an international document assessment. [Find accepted educational documents and assessment options.](#)

SAIT may also accept courses completed at certain [international post-secondary institutions](#).

## Costs

### 2024/25 tuition and fees

The following costs are effective as of July 1, 2024.

#### Domestic Students

Year	Number of semesters	Tuition fees	Additional fees	Total per year
1	2.5*	\$5,575.50	\$1,840	\$7,415.50
2	2.5*	\$5,310	\$1,840	\$7,150
<b>Total cost:</b>				<b>\$14,565.50</b>

The estimated total cost of tuition and fees for domestic students is based on the recommended course load per year.

\*.5 indicates a combination of full-time semester(s) and part-time semester(s) in the same academic year. In many cases, students are completing a practicum during their part-time semester. Part-time students are those taking less than nine (9) course credits in a semester.

#### International Students

Year	Number of semesters	Tuition fees	Additional fees	Total per year
1	2.5*	\$18,868.50	\$1,840	\$20,708.50
2	2.5*	\$17,970	\$1,840	\$19,810
<b>Total cost:</b>				<b>\$40,518.50</b>

The estimated total cost of tuition and fees for international students is based on the recommended course load per year.

\*.5 indicates a combination of full-time semester(s) and part-time semester(s) in the same academic year. In many cases, students are completing a practicum during their part-time semester. Part-time students are those taking less than nine (9) course credits in a semester.

## Books and Supplies

Books and supplies are approximately \$1,000 - \$1,500 per full-time year.

This is a bring-your-own-device program with a standard computer hardware and software requirement. See the specific requirements on our [computers and laptops page](#).

An Apple or Android laptop is preferred over other device types. Tablets and phones are not suitable.

Find your booklist on the [SAIT Bookstore's](#) website. Booklists are created by semester and available approximately two weeks before classes begin.

## Required personal protective equipment (PPE)

The industry-approved PPE you'll need will be discussed during your first few days of classes.

## Other requirements

- A fee is associated with obtaining a police information check, including a vulnerable sector check, payable to the police or the Royal Canadian Mounted Police (RCMP).
- You must have your immunizations reviewed by the SAIT Health Clinic. There is a \$75 charge to review vaccine history. Any vaccines you need to be administered will result in additional charges.
- You are responsible for additional expenses related to your practicum, including pre-practicum requirements and relocation costs to practicum sites outside of Calgary.