

CompTIA Healthcare IT Technician

Prerequisites: While there are no strict prerequisites, CompTIA intends the Healthcare IT Technician to serve as an add-on to the CompTIA® A+® certification.

Students should have experience and comfort with the following concepts and tasks:

- Computer and networking terminology.
- The functional components of a computer and a network (both wired and wireless).
- Installing and troubleshooting Windows XP and Windows 7.
- Installing and troubleshooting software, hardware, and networking components.
- Working with computer peripherals.
- Setting up, maintaining, and troubleshooting mobile devices.
- Computer and network security best practices.

An introductory course in a Windows operating system, or equivalent skills and knowledge, is required. Recommended Courses include:

- Microsoft® Windows 7: Basic

Recommended courses (or the equivalent certifications):

- CompTIA® A+® Certification: A Comprehensive Approach for All 2009 Exam Objectives (Windows 7) is strongly recommended.
- CompTIA® Security+® (Exam SY0-301) and CompTIA Network+ (Exam N10-004) will also be helpful.

Length: 3 Days

Summary: Our 3-day CompTIA HIT Technician training course teaches regulatory requirements, healthcare terminology/acronyms, and an understanding of practice workflow while adhering to code of conduct policies and security best practices. It is designed specifically to prepare students for successful completion of the CompTIA Healthcare IT Technician exam.

Course Objectives

Upon successful completion of this course, students will be able to:

- Define and describe concepts and terminology that are fundamental to your understanding of the use of IT in a healthcare environment.
- Describe the medical environment including its organization, stakeholders, and the most significant technologies.
- Leverage core medical concepts to describe the use of IT in the medical workplace.
- Review the essential elements of computing including hardware, software, networking, and change control.
- Review tools and techniques for solving IT problems in the medical workplace.
- Integrate security best practices into your daily Healthcare IT workflow.

Course Content

LESSON 1: HEALTHCARE IT FUNDAMENTALS

Topic 1A: Core Concepts in Healthcare IT
Topic 1B: EMR/EHR Issues
Topic 1C: Regulations, Standards & Stakeholders
Topic 1D: HIPAA Controls and Compliance

LESSON 2: THE MEDICAL

ENVIRONMENT

Topic 2A: Healthcare Organizations
Topic 2B: Medical Terminology, Equipment,
& Software
Topic 2C: Medical Coding and Billing
Topic 2D: Medical Computer Interfaces

LESSON 3: USING IT IN THE MEDICAL WORKPLACE

Topic 3A: roles and responsibilities
Topic 3B: Manage Communication & Ethics
Issues
Topic 3C: Manage Legal Issues
Topic 3D: EHR/EMR Technologies
Topic 3E: Manage Medical Document
Imaging
Topic 3F: Manage Sanitation
Topic 3G: Handle and Dispose of PHI

LESSON 4: HEALTHCARE IT TECHNICAL COMPONENTS

Topic 4A: Computing Essentials
Topic 4B: Networking
Topic 4C: Manage Servers & Software
Topic 4D: Install Hardware
Topic 4E: Implement Change Control

LESSON 5: SOLVING IT PROBLEMS

Topic 5A: Set up a Workstation
Topic 5B: Provide Day-to-day Support
Topic 5C: Troubleshoot Medical IT Issues
Topic 5D: Implement an EMR/EHR System

LESSON 6: SECURITY

Topic 6A: Manage Physical & Logical
Security
Topic 6B: Remote Access
Topic 6C: Manage Wireless Security
Topic 6D: Perform Backups and Disaster
Recovery
Topic 6E: Implement Security Best Practices
& Threat Mitigation Techniques
