

## CompTIA Healthcare IT Technician

**Length:** 3 Days

**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.

**Recommended courses (or the equivalent certifications):** CompTIA® A+® Certification, CompTIA® Security+® and CompTIA Network+ will also be helpful.

**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.

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## COURSE CONTENT

Topic 1D: HIPAA Controls and Compliance

### LESSON 1: HEALTHCARE IT FUNDAMENTALS

Topic 1A: Core Concepts in Healthcare IT

Topic 1B: EMR/EHR Issues

Topic 1C: Regulations, Standards & Stakeholders

## **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

## **LESSON 4: HEALTHCARE IT TECHNICAL COMPONENTS**

- Topic 4A: Computing Essentials
- Topic 4B: Networking
- Topic 4C: Manage Servers & Software
- Topic 4D: Hardware Support

## **LESSON 5: PROVIDING MEDICAL IT SUPPORT**

- Topic 5A: Set up a Workstation
- Topic 5B: Troubleshoot Basic IT Issues
- Topic 5C: Troubleshoot Medical IT Issues
- Topic 5D: Implementation of an EMR/EHR System
- Topic 5E: Change Control

## **LESSON 6: SECURITY**

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