

# South Caucasus Health Information Project

## ***Health Information Certificate Program***

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The Certificate Program is designed to educate those people who will be responsible for building and operating health information systems. This course would supply the skills necessary for people to become information system managers in diverse organizational units within the health care system such as clinics, hospitals, and government. The curriculum is designed to provide participants with an integrated learning path starting with basic computer skills and ending with a consideration of health policy and health care system management from an information management perspective.

### **Outline of the Certificate Program Curriculum**

Each of the modules will provide 30 hours of instruction in a contiguous five-day period. The five modules will be delivered over a two-year period. Modules will include theory-oriented lectures, skill development in a laboratory setting, and a facilitated case study conducted in small groups. To enhance the practical aspect of the learning experience, the course will also include assigned project work to be completed by the participants between modules. Only participants who have completed all five modules and all of the assigned project work to the satisfaction of the course coordinators and instructors will be awarded recognition for completing the course.

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Module	Topic
1*	<b>Computing Fundamentals</b> <ul style="list-style-type: none"> <li>• Computer architecture</li> <li>• Fundamental software concepts</li> <li>• Data files and programs</li> <li>• Operating systems</li> <li>• Application software</li> <li>• Basic telecommunications</li> </ul>
2	<b>Introduction to Health Statistics</b> <ul style="list-style-type: none"> <li>• Concepts in individual and population health</li> <li>• Populations and samples</li> <li>• Descriptive statistics</li> <li>• Error, certainty and reproducibility</li> <li>• Comparative statistics</li> <li>• Data conversion and linking</li> <li>• Using EpiInfo and EpiMap</li> <li>• Geographical information systems (GIS) and health</li> </ul>
3	<b>System Analysis and Database Development</b> <ul style="list-style-type: none"> <li>• Basic database concepts</li> <li>• Planning database projects</li> <li>• Systems analysis – modeling reality</li> <li>• Logical and physical design</li> <li>• Testing and implementation</li> <li>• Application development</li> <li>• Database administration and data management</li> <li>• Electronic Patient Record (EPR)</li> <li>• Data security and confidentiality</li> </ul>
4	<b>Information System Project Management</b> <ul style="list-style-type: none"> <li>• Project management</li> <li>• Change theory</li> <li>• Budgets and schedules</li> <li>• Project management tools</li> <li>• Reporting activity</li> </ul> <b>Information System Acquisition</b> <ul style="list-style-type: none"> <li>• Requirements analysis</li> <li>• System specification</li> <li>• Developing requests for proposal</li> <li>• Evaluating proposals</li> </ul> <b>Information System Operation</b> <ul style="list-style-type: none"> <li>• Human resources</li> <li>• Technical resources</li> <li>• Management tools</li> <li>• System administration</li> </ul>
5	<b>Information Systems, Population Health and Health Policy</b> <ul style="list-style-type: none"> <li>• Gender issues in health care delivery</li> <li>• Health information system strategic planning</li> <li>• Resource allocation and management</li> <li>• Establishing priorities</li> <li>• Environmental determinants</li> <li>• Environmental and health indicators</li> <li>• Quality management</li> </ul>

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*\*\* The purpose of this module is to provide training on computer use for those students who have few computer skills. It will explain the Microsoft DOS and Windows interfaces, introduce basic features in Microsoft Word, PowerPoint and Excel and give an overview of telecommunications with an emphasis on the use of modems and the Internet. This course is designed to prepare students who wish to complete the four remaining modules. The student may challenge this module by taking an examination.*

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