

Adjunct Health Information Technology
Community College of Allegheny County

Direct Link: <https://www.AcademicKeys.com/r?job=143643>

Downloaded On: Sep. 19, 2020 3:28pm

Posted Jul. 2, 2020, removed Aug. 22, 2020

Job Title	Adjunct Health Information Technology
Department	Academics
Institution	Community College of Allegheny County Pittsburgh, Pennsylvania
Date Posted	Jul. 2, 2020
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Adjunct/Visiting Prof
Academic Field(s)	Health Sciences
Apply Online Here	https://apptrkr.com/1941743

Apply By Email

Job Description

Adjunct Health Information Technology

Position Title: Adjunct Health Information Technology

Department: Academics

Campus: College Wide

Additional Information: Please note: If you are a PSERS retiree, per PSERS guidelines, employment by the College as an adjunct faculty member will result in the suspension of your retirement benefits by PSERS.

Transcripts: Applicants must electronically attach scanable unofficial transcripts when applying to this posting.

Adjunct Health Information Technology
Community College of Allegheny County

Direct Link: <https://www.AcademicKeys.com/r?job=143643>

Downloaded On: Sep. 19, 2020 3:28pm

Posted Jul. 2, 2020, removed Aug. 22, 2020

Work Hours (for hourly positions): Days and hours vary according to class schedule and the needs of the College and Department.

Salary Grade: Per Contract

Job Category: Adjunct/Faculty

Employment Type: Adjunct Part-Time

General Summary: The primary responsibilities of the faculty are to teach and to develop the curriculum. To meet these responsibilities, faculty must remain knowledgeable about advances in their disciplines, in learning theory, and in pedagogy. Faculty portfolios will include contributions and program development and show evidence of ongoing professional development.

Requirements: Baccalaureate degree (Master's preferred) from an accredited institution, must be credentialed as a Registered Health Information Technician (RHIT) or Registered Health Information Administrator (RHIA), must have a minimum of three years of documented recent practice experience in Health Information Management, two years of teaching experience, preferably in a community college setting, and knowledge of CAHIIM standards, accreditation processes and professional credentialing requirements. Knowledge of all domains of the Health Information Management profession including data content, structure and standards; information access, disclosure, privacy, and security; health information technologies; revenue management including ICD-10-CM, ICD-10-PCS, and CPT coding; compliance; leadership and medical terminology. Must be knowledgeable about methods of instruction, testing and assessment of students. Applicants must have strong organizational and communication skills, attention to detail, and technical proficiency with Health Information Management software, the Internet and Microsoft Office. Must have personal transportation and be willing to travel to clinical affiliate sites.

Duties:

1. The primary responsibilities of faculty are to teach and to develop the curriculum. Prepare and provide students with course outlines that support learning objectives set forth in the course syllabus. Develop and measure learning outcomes. Assess student performance and maintain grade records.
2. Create an effective learning environment through the use of a variety of instructional methods.
3. Collaborate in the development and continued assessment of learning outcomes for use in program reviews and curriculum revision.
4. Work with other program and/or discipline faculty to complete scheduled program reviews and to use the findings to revise the curriculum.

Adjunct Health Information Technology
Community College of Allegheny County

Direct Link: <https://www.AcademicKeys.com/r?job=143643>

Downloaded On: Sep. 19, 2020 3:28pm

Posted Jul. 2, 2020, removed Aug. 22, 2020

5. Participate in appropriate professional development activities to assure currency in both discipline, knowledge and instructional methods.
6. Participate in department/discipline, division, campus, and college meetings and committees.
7. Participate in college projects, surveys, studies, and reports that relate to the discipline or program.
8. Collaborate in the development of program and/or discipline promotional materials.
9. Support the college's goals.
10. Perform other related duties as required or assigned.

Clearances: Current criminal record/child abuse clearances will be required if offered the position and in order to be employed at the College. The three clearances are Pennsylvania Child Abuse History Clearance, Pennsylvania State Police Criminal Records Check, and Federal Bureau of Investigations (FBI) Criminal Background Check. The College has provided instructions on how to obtain these clearances and are available

[url=https://apptrkr.com/get_redirect.php?id=1941743&targetURL=https://ccac.csod.com/ats/careersite/search]

To view the full job posting and apply for this position, go to:

[url=<https://apptrkr.com/1941743>]<https://ccac.csod.com/ats/careersite/JobDetails.aspx?id=496&site=3>

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Academics

Community College of Allegheny County

,