

# CANCER INFORMATION MANAGEMENT, CERTIFICATE OF ACHIEVEMENT (C)

## Overview

The Cancer Information Management (CIM) Program will prepare students for positions in hospital-based and population-based cancer registries. Responsibilities typically include: identification of reportable cancer cases, abstraction of pertinent cancer data from patient records, pathology, radiology, and surgical reports, coding and staging primary site, histology and extent of disease, monitoring completeness, timeliness, and quality of cancer data, performing cancer patient follow-up activities to identify second primaries, recurrence and spread of disease, reporting cancer data to health care officials, hospital administrators, physicians, and regulatory organizations for use in cancer prevention and control, assisting the medical staff and epidemiologists in special studies and research, and supervising staff.

## Requirements

### Certificate of Achievement Requirements

Complete all Department Requirements for the Certificate of Achievement with a C or better in each course. Candidates for a Certificate of Achievement are required to complete at least 20% of the department requirements through SBCC.

Code	Title	Units
<b>Department Requirements</b>		
Recommended sequence of courses:		
COMP 101	Introduction to Computer Applications	4
or CIS 101	Introduction to Computers and Information Systems	
HIT 135	Basic Medical Terminology	3
BMS 146	Human Form and Function	3
CIM 100	Cancer Registry Management I	3
HIT 101	Introduction to Health Information Management	3
HIT 204	Basic Pathophysiology	3
CIM 125	Cancer Disease Management	4
CIM 201	Abstracting Principles And Practice I	3
CIM 150	Oncology Coding And Staging Systems	4
CIM 202	Abstracting Principles And Practice II	3
CIM 225	Cancer Registry Management II	2
CIM 250	Cancer Statistics And Epidemiology	3
HIT 240	HC Quality Management	3
MGMT 101	Introduction To Management	3
CIM 275	CIM Practicum <sup>1</sup>	4.5
<b>Total Units</b>		<b>48.50</b>

<sup>1</sup> All CIM classes must be completed before enrolling in CIM 275 CIM Practicum. A background check, health check, drug screen, and/or other requirements may be mandated by the host facility. These requirements are at the student's expense.

## Learning Outcomes

1. Demonstrate ability to coordinate all functions related to an approved American College of Surgeons program.
2. Apply legal, ethical, accreditation and certification standards to the cancer registry and demonstrate professional behavior in these areas.
3. Evaluate and interpret current coding and staging guidelines to identify cancer disease and its process, while documenting quality abstracts.
4. Apply current treatment guidelines/codes, while documenting quality abstracts
5. Participate in follow-up procedures and data quality analysis and utilization to improve patient care and facilitate with facility planning/expansion.

## Recommended Sequence

Make an appointment with your SBCC academic counselor through Starfish to create a Student Education Plan that reflects a recommended course sequence for this program that is tailored to your individual needs.

How to schedule an Academic Counseling appointment (<https://www.sbcc.edu/counselingcenter/counselingappointments.php>).