



# Health Informatics Certificate Program (AMIA 10x10)

## COURSE SYLLABUS

<b>TERM</b>	Fall 2025, April 7 – October 24, 2025
<b>COURSE DESCRIPTION</b>	<p>Welcome to the VA Health Informatics Certificate Program (AMIA 10x10)</p> <p>This certificate program provides VA staff with a broad survey of the field of Health Informatics. Content is delivered as a web-based course composed of taped lecture presentations supplemented by skill-building exercises in an online, faculty led learning environment. Students who successfully complete all requirements of the course will receive an American Medical Informatics Association (AMIA) 10 x 10 certificate.</p>
<b>COURSE GOALS AND OBJECTIVES</b>	<p><b>Course Goals:</b> The Health Informatics Certificate Program is designed to increase the informatics literacy in the VA and to develop a cadre of VA informatics leaders who can accelerate, implement, and support Health Information Technology innovations to improve health care delivery.</p> <p><b>Course Objectives:</b></p> <ul style="list-style-type: none"> <li>• Explore how technology can be used to improve health care delivery in health care organizations and in public health.</li> <li>• Acquire depth and breadth of knowledge of the principles of health informatics.</li> <li>• Provide a conceptual and theoretical framework of the design, development, and implementation of health information systems.</li> </ul>
<b>COURSE PREREQUISITES</b>	<p>There are no prerequisites to this course and no course fees or tuition requirements for the Certificate Program.</p> <p>The course is presented at a graduate school level and will require that level of attention.</p>

## COURSE FORMAT

### LECTURES:

The course is divided into **nine modules**, each containing multiple lectures delivered in a distance learning format. The pre-recorded video presentations feature many nationally and internationally known informatics leaders addressing topics that provide the core didactic learning. These topics are based on the **AMIA Board White Paper Core Content for the Subspecialty of Clinical Informatics**.

Lectures average **one hour** in length. Students will be expected to review each lecture and successfully complete the associated post-test and course evaluation.

The course is designed to encourage interaction and collaboration between participants and faculty, as well as ensure timely completion of all requirements within the appropriate timeframe.

### ASSIGNMENTS:

Students will be required to complete **homework assignments and projects** relevant to the general content areas presented.

Assignments are broad ranging, including activities such as participation in discussion boards, conducting workflow analyses, developing evidence-based decision support tools, writing papers and/or completing a health informatics project.

Some of the modules include assignments which will be completed through the collaborative learning process. Each student is assigned to a group that will remain consistent throughout the course.

Students will be required to complete a **final project on a topic that is relevant to the VA** as an organization. We encourage students to advocate with local leadership for participant to attend one face to face meeting in May at the **AMIA Clinical Informatics Conference**.

Students will receive guidance and feedback on assignments from faculty moderators. Total number of hours anticipated for students to complete the course is estimated at **120 - 150 hours**.

### NECESSARY MATERIALS:

The necessary materials for each of the eight modules will be available on the course website, including:

- Pre-Recorded Video Lectures (available on TMS)
- Required Readings and Learning Activities such as discussion boards and skill building assignments
- Faculty View Videos and documents - discussion of course content and its relevancy to the VA
- Occasional collaborative group work with fellow students
- Optional Readings and Resources

## COURSE DATES & TIMEFRAMES

We recognize that students have many time pressures. However, to complete the course, participants must make every effort to stay on schedule. Students are expected to complete module assignments by the due date specified or the end date of the module. The course dates are listed in the table below. Extenuating circumstances should be discussed with the Program Lead: [Jennifer.Kalman@va.gov](mailto:Jennifer.Kalman@va.gov).

Module	Topic	Weeks (28 Total)	Start Date	End Date	Other Important Dates
Introduction and Orientation		1	April 7	April 14	Project Topic Approval Due June 2
1	Fundamentals of Health Informatics	2	April 15	April 28	
2	Evidence-based Practice	3	April 29	May 19	
3	Clinical Workflow Analysis, Process Redesign, & Quality Improvement	3	May 20	June 9	
4	Human Factors Engineering	2	June 10	June 23	
5	Data Standards	2	June 24	July 7	Project Reports Due September 15
6	Concepts in Data Analytics	2	July 8	July 21	
7	Clinical Decision Support	5	July 22	August 25	
8	Information System Lifecycle	4	August 26	September 22	
9	Leading and Managing Change	4	September 23	October 24	
AMIA Clinical Informatics Conference (CIC) In-Person Session   Anaheim, CA. (Contingent on conference approval with requirements/availability of travel funding from local facility.) Optional, but encouraged to attend.			May 20 – 22, 2025 Travel Dates vary from May 19 – 23, 2025		

## FINAL PROJECT & PRESENTATION

Students must complete a final project and presentation to obtain the AMIA 10x10 Certificate. The goal of the final project is to identify an informatics problem in your local setting (e.g., where you practice or work) and propose a solution based on what is known from informatics research and best practice. The project is intended to encourage creative thinking and problem solving and does not require implementation of proposed software solutions or other major organizational changes.

If you do not have access to a health care setting, you can do a project based on an issue in another setting, such as a Program Office or VISN.

Samantha B. Miles, MSN, RN-BC serves as faculty advisor and is available to help identify a meaningful issue for your project and for consultation throughout the program.

- Students are required to submit a project proposal and obtain approval for the project topic and plan. This will be submitted to Ms. Miles through Moodle.
- The final project should be documented in an Abstract and a succinct 2–3-page Executive Summary that describes the problem and proposed solutions, including references that justify the framing of the problem.

Each student will present his/her project virtually to students and faculty. More information will become available during the course.

## COURSE GRADING

There are a **maximum of 350 points** for the course. The course will be graded as **Pass/Fail** based on the number of points you earn for your work in each module, the final paper, and presentation.

The minimum passing point value is 263 or 70%.

Grade Item	Max Points
Module 1: Fundamentals	20
Module 2: Evidence-based Practice	30
Module 3: Clinical Workflow Analysis	30
Module 4: Human Factors Engineering	20
Module 5: Data Standards	20
Module 6: Concepts in Data Analytics	25
Module 7: Clinical Decision Support	50
Module 8: Information System Lifecycle	40
Module 9: Leading and Managing Change	40
Module Subtotals	275
Final Project	75
Final Project Presentation	25
Course Total	375

## PROGRAM STAFF & RESOURCES

**Program Lead:** Jennifer Kalman, MBA, CPHIMS, FAMIA:

Ms. Kalman has been in the VA for over 20 years. She has worked in a variety of roles including Computerized Patient Record System (CPRS) Education Coordinator, Clinical Applications Coordinator, and has been with the VA AMIA 10x10 program since 2013.

- E-mail: [Jennifer.Kalman@va.gov](mailto:Jennifer.Kalman@va.gov)  Phone: 561-718-4943

**Faculty Advisor:** Samantha B. Miles MSN, RN-BC

Ms. Miles is a 1994 graduate of the University of Georgia with a BA in Anthropology. She graduated from the University of Memphis with a BSN in Nursing in 2000 and obtained an MSN in Nursing Informatics from Middle Tennessee University in 2008. Ms. Miles is also board certified in Nursing Informatics. She completed the AMIA 10x10 course, served as a VHA Field Health Informatics Mentor, and was also a member of VHA CHIO competency development team project. Currently, Ms. Miles is the Chief Health Informatics Officer (CHIO) at the Memphis VAMC.

- E-mail: [Samantha.Miles@va.gov](mailto:Samantha.Miles@va.gov)  Phone: 901-523-8990 ext. 6023

**Faculty Moderators:** Faculty Moderators will be available to facilitate discussions and answer questions for each module. Additionally, you can post content questions on Moodle to Faculty and Teaching Assistants. Please refer to the table for the corresponding Faculty Moderator for each Module.

Faculty Moderator	Module
Diane Montella, MD, FAMIA Andrew Holdaway, MD, MS	Module 1: Fundamentals of Health Informatics
Rose D. Dooley-Stancil, DNP, RN	Module 2: Evidence-Based Practice
Kay Calloway, MS, BSN, RN, CHPN, IA, Lean MBB, LSSBB, PMC, CMTC	Module 3: Clinical Workflow Analysis, Process Redesign, & Quality Improvement
Ross Speir, MS Helen Fuller, PhD	Module 4: Human Factors Engineering
Sarah A. Maulden, MD, MS, FAMIA Sarita Keni, MD, MA, FAMIA John Kilbourne, MD	Module 5: Data Standards
Timothy Arnold	Module 6: Concepts in Data Analytics
Jonathan Bagby, MSN, MBA, RN-BC Arthur Wallace, MD, PhD, FAMIA Rob Silverman, PharmD, FAMIA	Module 7: Clinical Decision Support
Pawan Goyal, MD, FAMIA	Module 8: Information System Lifecycle
John C. Flanagan, MHA, CCMP Chris Galster	Module 9: Leading and Managing Change
Christina Brech, MEd, RD Marisa Zamrock, MSPH, LSSGB Kathleen Kane, MS, RN-BC, PMP, FAMIA Danielle Marano, MSN, RN-BC, FAMIA Leticia Parks, RHIA, MSHI	Teaching Assistants

## EXPECTATIONS & TIME COMMITMENT

This course will require approximately twelve hours per week. Upon completion, 138 general education hours will be documented in TMS. Continuing Education Units (CEU) and Continuing Medical Education (CME) are available for the videotaped lectures completed in TMS. No academic credit hours are available.

You will need to budget time to:

- Complete the video lectures and take the post-test and evaluation
- Complete required readings
- Complete the Faculty View
- Complete required learning activities

You are expected to:

- Learn how to navigate the course website
- Learn how to navigate required VA systems
- Keep abreast of course announcements

- Use proper spelling and grammar in all assignments
- Complete reviews of materials by the due dates
- Ask questions if something is unclear
- Let the Faculty Moderator know if you are having difficulties with the material
- Let the Teaching Assistants know if you are having technical difficulties
- Be an active participant in discussion boards and other group activities
- Complete all homework assignments to the best of your ability and on time

**ACADEMIC INTEGRITY:**

The homework, knowledge checks, and applied project are for you to demonstrate that you have learned the course material. It is expected that you will properly cite any references or works that are not your own. You are expected to honor intellectual property rights such as copyrights and trademarks.

When citing the work of others, please use the Modified Vancouver Style. The National Library of Medicine offers an online book to help you choose the proper format for your citation: Patrias K. Citing medicine: the NLM style guide for authors, editors, and publishers [Internet]. 2nd ed. Wendling DL, technical editor. Bethesda (MD): National Library of Medicine (US); 2007 – [updated 2011 Sep 15; cited 2012 Nov 30]. Available from: <http://www.nlm.nih.gov/citingmedicine>

**RESOURCES & SUPPORT**

<p><b>COURSE REFERENCES</b></p>	<p>Wager KA, Lee FW, Glaser JP. Health Care Information Systems: A Practical Approach for Health Care Management. San Francisco, California: Jossey-Bass 2009.</p> <p>Shortliffe EH, Cimino JJ. Biomedical Informatics: Computer Applications in Health Care and Biomedicine, Fourth Edition. New York, New York: Springer Science +Business Media, LLC 2014.</p>
<p><b>COURSE WEBSITE</b></p>	<p>This online course will be hosted on an internet site hosted by Moodle, a Learning Management System. As part of your course registration, you will be given access to the website and the course materials. To log into the course website:</p> <ul style="list-style-type: none"> <li>• Go to the website: <a href="https://vatraining.remote-learner.net/">https://vatraining.remote-learner.net/</a></li> <li>• Enter in the username and password provided by HI Admin</li> <li>• In the My Courses box on the page that opens, click the link for: VA Health Informatics Certificate Program (AMIA 10x10)</li> </ul> <p>For more information on Moodle, go to: <a href="http://moodle.org/about/">http://moodle.org/about/</a></p>
<p><b>TECHNICAL SUPPORT</b></p>	<p>For technical issues such as problems with registration, access to course, or Moodle issues, please contact:</p>

	<ul style="list-style-type: none"> <li>E-Mail: <a href="mailto:VHAhi2CertHelp@va.gov">VHAhi2CertHelp@va.gov</a></li> </ul> <p>Or Use the Technical Support Forum from within the course.</p>
<p><b>RECOMMENDED SOFTWARE, BROWSERS, &amp; PLUG-INS</b></p>	<p><u>Computer and Web Browser</u></p> <p>To participate in this course, you will need either a government or personal computer. The course is hosted on an internet site using a learning platform called Moodle. Moodle generally works well across a range of operating systems and browsers. Regardless of which browser you use, it is recommended that you disable the pop-up blocker for this site.</p> <p><u>Supported Browsers:</u></p> <p>Recommended minimum browser: Google Chrome, Firefox, Safari, Edge.</p> <p>Much of the content in this course is built into books or web pages. However, some resources in the course may require other software such as a PDF reader.</p> <p><u>Mobile Device Supported Browsers:</u></p> <p>Google Chrome, Safari</p>