



Certified Health Data Analyst (CHDA®) Content Outline Crosswalk 2016-2024

The Content Outline establishes content and parameters for the Certified Health Data Analyst (CHDA®) certification exam, which measures candidate proficiency and mastery of the tasks, knowledge, and skills that are required of CHDA practicing professionals. The American Health Information Management Association® (AHIMA®) periodically reviews and updates the Content Outline to ensure the exam reflects current tasks and proficiency required as the CHDA role evolves in step with health system transformation.

Executive Summary

In 2023, AHIMA conducted a job task analysis for the CHDA professional certification. The purpose of the analysis was to validate tasks that are currently included in the Content Outline for the CHDA certification and identify additional tasks that are now required of CHDAs who fill various roles across the healthcare system. The CHDAA job task analysis study resulted in an updated Content Outline to ensure that the current state of practice is being tested in the CHDA examination. Changes are reflected in the crosswalk tables below.

The process for developing the methodology to conduct the study included:

1. subject matter experts (SMEs) filled out a questionnaire regarding tasks in the Content Outline
2. a panel composed of the Exam Development Committee (EDC) and SMEs reviewed questionnaire results and determined whether new tasks should be added or existing tasks should be edited in the Content Outline
3. the revised Content Outline was incorporated into the job analysis survey
4. the survey was administered to practicing professionals to collect ratings on the importance and frequency of use of each task
5. an exam specification panel composed of the EDC and SMEs reviewed survey results, data, and input received from practicing professionals to develop an updated Content Outline and revised exam specifications
6. the updated Content Outline and exam specifications were presented to the Commission on Certification for Health Informatics and Information Management (CCHIIM) for review and approval

Summary of 2024 CHDA Content Outline Updates

The CHDA job task analysis study identified a new domain “Foundational Knowledge of Analytics in Healthcare” and the new domain became Domain 1 in the 2024 Content Outline. All five domains in the 2016 Content Outline remain relevant for CHDA practicing professionals and they became Domains 2-6 in the 2024 Content Outline. Most tasks continue to be relevant and valid. Changes incorporated into the 2024 Content Outline are summarized here and reflected in the crosswalk tables below.

Domain and Domain Name – The following changes were made to the domains (see Table 1).

- Domain 1: Foundational Knowledge of Analytics in Healthcare (New Domain)
- Domain 2: was Domain 1 in the 2016 Content Outline
- Domain 3: was Domain 2 in the 2016 Content Outline; “and Management” was removed from the domain name
- Domain 4: was Domain 3 in the 2016 Content Outline
- Domain 5: was Domain 4 in the 2016 Content Outline
- Domain 6: was Domain 5 in the 2016 Content Outline

Tasks

- twelve new tasks were added
- no tasks were completely removed; many tasks were revised, moved, or combined with others

Exam Specifications – Time allotted to complete the exam and total number of items in the exam remain appropriate and will not be changed.

Eligibility Requirements remain appropriate and will not be changed.

Beginning February 1, 2024, candidates will be assessed on the 2024 CHDA® Content Online.

No Change	Revision/Edit	New Topic
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Table 1. CHDA Content Outline (CO) Domain Item Allocation

Table reflects changes in domain names and the number of scored items allocated to each domain

Note: The number of scored items were changed for every domain. Highlighting in this table indicates name change.

	Content Outline Domain (2016)	2016 CO	Content Outline Domain (2024)	2024 CO
1	n/a	n/a	Foundational Knowledge of Analytics in Healthcare	17-19 items
2	Business Needs Assessment	23-28 items	Business Needs Assessment	13-18 items
3	Data Acquisition and Management	25-30 items	Data Acquisition	17-22 items
4	Data Analysis	23-28 items	Data Analysis	27-30 items
5	Data Interpretation and Reporting	24-29 items	Data Interpretation and Reporting	22-27 items
6	Data Governance	13-18 items	Data Governance	10-12 items

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TABLE 2. CHDA Content Outline Crosswalk 2016 vs. 2024 Updates – Domains 1-6

No Change	Revision/Edit	Moved/Combined	New Topic	Topic Removed
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<u>n/a</u>		Domain 1 Foundational Knowledge of Analytics in Healthcare		
2016 Content Outline		2024 Content Outline		Change
Task Number	Task Statement	Task Number	Task Statement	
n/a	n/a	1 New Topic	Understand the healthcare delivery system	
n/a	n/a	2 New Topic	Differentiate commonly used healthcare datasets and quality measures	
n/a	n/a	3 New Topic	Apply knowledge of healthcare classification systems, terminologies, and ontologies (e.g., ICD/PCS, CPT, SNOMED, LOINC, RxNorm, etc.)	
n/a	n/a	4 New Topic	Describe the revenue cycle management process	
n/a	n/a	5 New Topic	Differentiate accreditation agencies and regulatory reporting requirements	
n/a	n/a	6 New Topic	Demonstrate basic understanding of epidemiology and health equity	
n/a	n/a	7 New Topic	Describe the relationships between electronic health records (EHR), informatics and healthcare data	
n/a	n/a	8 New Topic	Understand the levels of analysis (descriptive, predictive, prescriptive, and diagnostic)	
n/a	n/a	9 New Topic	Differentiate applications of artificial intelligence in healthcare	

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No Change	Revision/Edit	Moved/Combined	New Topic	Topic Removed
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<u>Domain 1</u> Business Needs Assessment		<u>Domain 2</u> Business Needs Assessment		
2016 Content Outline		2024 Content Outline		Change
Task Number	Task Statement	Task Number	Task Statement	
n/a	n/a	1 New Topic	Apply project management principles as related to data analytics	
1	Determine the stakeholders	2 Moved/ Combined	Understand the stakeholders and determine their needs	Rewrote the task statement to combine domain 1 task 1 and domain 1 task 2 of 2016 CO
2	Facilitate problem identification with stakeholders	Moved/ Combined	n/a	Combined into domain 2 task 2 of 2024 CO
3	Evaluate external measures or requirements	Moved/ Combined	n/a	Combined into domain 2 task 4 of 2024 CO
4	Translate words into metrics	4 Moved/ Combined	Identify and evaluate relevant metrics for business needs	Rewrote the task statement to combine domain 1 task 3 and domain 1 task 4 of 2016 CO
5	Determine analytical methods	Moved/ Combined	n/a	Combined into domain 4 task 2 of 2024 CO
6	Create an analysis plan	5	Create an analysis plan (i.e., data parameters, data sources, metrics definition, documentation of specifications, etc.)	Added parenthesis
n/a	n/a	3 New Topic	Identify the goal of the data request	

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No Change	Revision/Edit	Moved/Combined	New Topic	Topic Removed
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<u>Domain 2</u> Data Acquisition and Management		<u>Domain 3</u> Data Acquisition		
2016 Content Outline		2024 Content Outline		Change
Task Number	Task Statement	Task Number	Task Statement	
1	Identify sources of data or information	1	Identify sources and lineage of target data elements	Added “and lineage of” Changed “data or information” to “target data elements”
2	Develop data collection techniques	2	Differentiate between data collection methods	Changed “Develop” to “Differentiate between” Changed “techniques” to “methods”
3	Extract data or information	3	Extract data	Removed “or information”
4	Explore data or information	4	Evaluate data quality	Rewrote entire task statement
5	Cleanse acquired data	5	No Change	n/a
6	Map data	6	Transform the data (e.g., data aggregation, data mapping, etc.)	Changed “Map” to “Transform” Added parenthesis
7	Validate data	7	Validate transformed data	Added “transformed”

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<u>Domain 3</u> Data Analysis		<u>Domain 4</u> Data Analysis		
2016 Content Outline		2024 Content Outline		Change
Task Number	Task Statement	Task Number	Task Statement	
1	Query data	1	No Change	n/a
2	Determine statistical approach	2	Determine and explain analytical approach	Added “and explain” Changed “statistical” to “analytical”
3	Apply statistical methodologies	3	Apply analytical methodologies	Changed “statistical” to “analytical”
4	Observe changes and variations in data	4	Identify trends, patterns, and anomalies in data	Rewrote entire task statement
5	Visualize data for analysis	Moved/ Combined	n/a	Combined into domain 5 task 3 of 2024 CO
n/a	n/a	5 New Topic	Understand how benchmarking and risk adjustment are performed on data	

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<u>Domain 4</u> Data Interpretation and Reporting		<u>Domain 5</u> Data Interpretation and Reporting		
2016 Content Outline		2024 Content Outline		Change
Task Number	Task Statement	Task Number	Task Statement	
1	Identify key findings	1	Interpret results and identify key findings	Added “Interpret results and”
2	Develop	Moved/ Combined	n/a	Combined into domain 5 task 4 of 2024 CO
3	Disclose assumptions and limitations	2	Explain assumptions and limitations	Changed “Disclose” to “Explain”
4	Create visualizations for stakeholders	3	Create optimal data visualizations for stakeholders (e.g., charts, graphs, dashboards, business intelligence tools, etc.)	Added “optimal data” in front of “visualizations” Added parenthesis
5	Communicate findings to stakeholders	4	No Change	n/a

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Domain 5 Data Governance		Domain 6 Data Governance		
2016 Content Outline		2024 Content Outline		Change
Task Number	Task Statement	Task Number	Task Statement	
1	Participate in the development of policies for access, ownership, integrity, or usage of data	1 Moved/ Combined	Understand the development, implementation, and evaluation cycle of policies for access, ownership, integrity, or usage of data	Rewrote the task statement to combine domain 5 task 1 and domain 5 task 2 of 2016 CO
2	Implement procedures for access, ownership, integrity, or usage of data	Moved/ Combined	n/a	Combined into domain 6 task 1 of 2024 CO
3	Manage data dictionary	2	Differentiate between database designs	Rewrote entire task statement
4	Ensure adherence to security and privacy policies	3	Identify key health data laws and regulations (e.g., HIPAA) in the context of data access and analysis	Rewrote entire task statement
5	Maintain audit logs or controls of analyses and data submission	4	Understand the necessity of audit logs or controls of analyses and data submission	Changed “Maintain” to “Understand the necessity of”