

START DATE(S): <b>August</b> and January	EFFECTIVE: <b>AUGUST 2011</b>
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**HEALTH INFORMATION TECHNOLOGY: Program Outcomes**

*Associate Degree*

Course Number	Course Title	Hrs./Week	Credits	Prerequisite(s)/Comments
<b>August 2011</b>				
103-102	<a href="#">Microsoft Office Suite</a>	3	2	
501-101	<a href="#">Medical Terminology</a>	3	3	
530-172	<a href="#">Healthcare Delivery Systems</a>	2	2	
530-176	<a href="#">Health Data Management</a>	3	2	Program student (530-172 and 530-181 or concurrent)
530-181	<a href="#">Introduction to the Health Record [Weeks 1-8](Online Only)</a>	2	1	Program student
801-195	Written Communications	3	3	<a href="#">(See Prepared Learner Guide)</a>
806-177	<a href="#">General Anatomy and Physiology</a>	5	4	High School Chemistry with a "C" or better. <a href="#">(See Prepared Learner Guide)</a>
<b>Total Semester Hrs./Week and Total Credits</b>		<b>21</b>	<b>17 cr.</b>	
<b>January 2012</b>				
530-178	<a href="#">Healthcare Law &amp; Ethics</a>	3	2	Program Student, 530-176
530-182	<a href="#">Human Diseases for the Health Professions (Online only)</a>	3	3	(501-101 and 806-177 or concurrent)
530-184	CPT Coding	4	3	Program student, 530-176, (501-101, 530-181, 530-182 and 806-177 or concurrent)
530-197	ICD Diagnosis Coding	4	3	Program student, 530-176, (501-101, 530-181, 530-182 and 806-177 or concurrent)
530-199	ICD Procedure Coding	3	2	Program student, 530-176, (501-101, 530-181, 530-182 and 806-177 or concurrent)
804-123	Math with Business Applications	4	3	<a href="#">(See Prepared Learner Guide)</a>
<b>Total Semester Hrs./Week and Total Credits</b>		<b>21</b>	<b>16 cr.</b>	
<b>Summer 2012 (8 weeks)</b>				
801-196	<a href="#">Oral/Interpersonal Communications</a>	6	3	<a href="#">(See Prepared Learner Guide)</a>
809-198	<a href="#">Introduction to Psychology OR</a>	6	3	<a href="#">(See Prepared Learner Guide)</a>
809-199	<a href="#">Psychology of Human Relations</a>	6	3	<a href="#">(See Prepared Learner Guide)</a>
<b>Total Semester Hrs./Week and Total Credits</b>		<b>12</b>	<b>6 cr.</b>	
<b>August 2012</b>				
530-177	<a href="#">Healthcare Stats &amp; Research</a>	3	2	Program student, 530-176 and 804-123
530-185	<a href="#">Healthcare Reimbursement</a>	3	2	Program student, 530-184, 530-197 and 530-199
530-190	<a href="#">Healthcare Information Systems</a>	4	3	Program student, 103-102, 530-176
530-195	<a href="#">Applied Coding [Weeks 9-16]</a>	6	2	Program student, 530-184, 530-197 and 530-199 (530-185 or concurrent)
530-196	<a href="#">Professional Practice 1</a>	7	3	Program student, 530-178, 530-184, (530-177, 530-185 and 530-190 or concurrent)
809-196	<a href="#">Introduction to Sociology OR</a>	3	3	<a href="#">(See Prepared Learner Guide)</a>
809-174	<a href="#">Social Problems</a>			<a href="#">(See Prepared Learner Guide)</a>
<b>Total Semester Hrs./Week and Total Credits</b>		<b>26</b>	<b>15 cr.</b>	
<b>January 2013</b>				
530-193	<a href="#">Healthcare Quality Management [Weeks 1-8]</a>	6	2	Program student, 530-177
530-194	<a href="#">HIM Organizational Resources [Weeks 1-8]</a>	6	2	Program student, 530-196
530-150	Applied HIM Technology	4	3	Program student, 530-196
530-198	<a href="#">Professional Practice 2 [Weeks 9-16]</a>	18	3	Program student, 530-178, 530-184 (530-177, 530-185, 530-190 or concurrent)
809-195	<a href="#">Economics OR</a>	3	3	Suggest distance learning option. <a href="#">(See Prepared Learner Guide)</a>
809-197	<a href="#">Contemporary American Society OR</a>	3	3	Suggest distance learning option. <a href="#">(See Prepared Learner Guide)</a>
809-172	<a href="#">Race, Ethnic &amp; Diversity</a>	3	3	Suggest distance learning option. <a href="#">(See Prepared Learner Guide)</a>
<b>Total Semester Hrs./Week and Total Credits</b>		<b>25</b>	<b>13 cr.</b>	

**TOTAL CREDITS REQUIRED = 67**

**A GRADE OF "C" OR BETTER IS REQUIRED IN ALL COURSES**

If a student does not enroll in any courses at CVTC for two or more consecutive semesters, the student will be required to reapply with Admissions. Students must abide by any changes in admission requirements and degree requirements.

Program students who interrupt their program for any reason must meet with a program counselor, apply to the Return list (R list), and will be admitted to core classes on a space available basis.



**PROGRAM REQUIREMENTS**

[www.cvtc.edu](http://www.cvtc.edu) - 1-800-547-2882

START DATE(S): August and <b>January</b>	EFFECTIVE: <b>JANUARY 2012</b>
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**HEALTH INFORMATION TECHNOLOGY**

*Associate Degree*

Course Number	Course Title	Hrs./Week	Credits	Prerequisite(s)/Comments
<b>January 2012</b>				
103-102	<a href="#">Microsoft Office Suite</a>	3	2	
501-101	<a href="#">Medical Terminology</a>	3	3	
530-172	<a href="#">Healthcare Delivery Systems</a>	2	2	
530-176	<a href="#">Health Data Management</a>	3	2	Program student (530-172 and 530-181 or concurrent)
530-181	<a href="#">Introduction to the Health Record [Weeks 1-8] (Online Only)</a>	2	1	Program Student
806-177	<a href="#">General Anatomy and Physiology</a>	5	4	High School Chemistry with a "C" or better. (See Prepared Learner Guide)
<b>Total Semester Hrs./Week and Total Credits</b>		<b>18</b>	<b>14 cr.</b>	
<b>Summer 2012 (8 weeks)</b>				
801-195	<a href="#">Written Communications</a>	6	3	(See Prepared Learner Guide)
801-196	<a href="#">Oral/Interpersonal Communications</a>	6	3	(See Prepared Learner Guide)
<b>Total Semester Hrs./Week and Total Credits</b>		<b>12</b>	<b>6 cr.</b>	
<b>August 2012</b>				
530-178	<a href="#">Healthcare Law &amp; Ethics</a>	3	2	Program Student, 530-176
530-182	<a href="#">Human Diseases for the Health Professions (Online Only)</a>	3	3	(501-101 and 806-177 or concurrent)
530-184	CPT Coding	4	3	Program Student, 530-176, (501-101, 530-181, 530-182 and 806-177 or concurrent)
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530-199	ICD Procedure Coding	3	2	Program Student, 530-176, (501-101, 530-181, 530-182 and 806-177 or concurrent)
804-123	Math with Business Applications	4	3	(See Prepared Learner Guide)
<b>Total Semester Hrs./Week and Total Credits</b>		<b>21</b>	<b>16 cr.</b>	
<b>January 2013</b>				
530-177	<a href="#">Healthcare Stats &amp; Research</a>	3	2	Program Student, 530-176 and 804-123
530-185	<a href="#">Healthcare Reimbursement</a>	3	2	Program Student, 530-184, 530-197 and 530-199
530-190	<a href="#">Healthcare Information Systems</a>	4	3	Program Student, 103-102 and 530-176
530-195	Applied Coding [Weeks 9-16]	6	2	Program Student, 530-184, 530-197, and 530-199 (530-185 or concurrent)
530-196	<a href="#">Professional Practice I</a>	7	3	Program Student, 530-178, 530-184, (530-177, 530-185 and 530-190 or concurrent)
<b>Total Semester Hrs./Week and Total Credits</b>		<b>23</b>	<b>12 cr.</b>	
<b>Summer 2013 (8 weeks)</b>				
809-196	<a href="#">Introduction to Sociology</a> OR	6	3	(See Prepared Learner Guide)
809-174	<a href="#">Social Problems</a>	6	3	(See Prepared Learner Guide)
809-198	<a href="#">Introduction to Psychology</a> OR	6	3	(See Prepared Learner Guide)
809-199	<a href="#">Psychology of Human Relations</a>	6	3	(See Prepared Learner Guide)
<b>Total Semester Hrs./Week and Total Credits</b>		<b>12</b>	<b>6 cr.</b>	
<b>August 2013</b>				
530-193	<a href="#">Healthcare Quality Management [Weeks 1-8]</a>	6	2	Program student, 530-177
530-194	<a href="#">HIM Organizational Resources [Weeks 1-8]</a>	6	2	Program student, 530-196
530-150	Applied HIM Technology	4	3	Program Student, 530-196
530-198	<a href="#">Professional Practice 2 [Weeks 9-16]</a>	18	3	Program Student, 530-196, (530-150, 530-193, 530-194, 530-195 or concurrent)
809-195	<a href="#">Economics</a> OR	3	3	Suggest distance learning option. (See Prepared Learner Guide)
809-197	<a href="#">Contemporary American Society</a> OR	3	3	Suggest distance learning option. (See Prepared Learner Guide)
809-172	<a href="#">Race, Ethnic &amp; Diversity</a>	3	3	Suggest distance learning option. (See Prepared Learner Guide)
<b>Total Semester Hrs./Week and Total Credits</b>		<b>25</b>	<b>13 cr.</b>	

**TOTAL CREDITS REQUIRED = 67**

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# Health Information Technology Tips

## Prepared Learner

Prepared Learner classes are designed to help students prepare for a variety of college-level academics, including reading, writing, math and science. Scores on the COMPASS® or ACT assessments will help us to determine if students need to take one or more Prepared Learner classes, to improve your skills in these areas before enrolling in certain General Education courses. Students must successfully complete each required Prepared Learner class with a grade of “C” or better before registering for certain General Education courses.

## Pre-program Status Students

Students in pre-program status have been accepted into the college but not into the program. By completing courses ahead of time, students can decrease their credit load when they reach the very demanding program core courses. These courses are typically taken by pre-program students:

801-195 Written Communications

801-196 Oral Interpersonal Communications

804-123 Math with Business Applications

809-196 Introduction to Sociology or 809-174 Social Problems

809-198 Introduction to Psychology or 809-199 Psychology of Human Relations

809-195 Economics or 809-197 Contemporary American Society or 809-172 Race, Ethnic & Diversity

806-177 General Anatomy and Physiology

103-102 Microsoft Office Suite

501-101 Medical Terminology

530-172 Healthcare Delivery Systems

\*530-182 Human Diseases for the Health Professions \*Prerequisite required

## Travel

This program includes professional practice experiences, which may require relocation and/or travel.

## Criminal Background Check

A criminal background check needs to be completed for all students entering health related programs. Counselors review the criminal background checks and notify students about the impact that a criminal background will have on the student's ability to complete a program. If you have a question or concern about a criminal background please contact the counseling office.

## Certification

The Health Information Technology program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Upon successful completion of the program, graduates are eligible to write the national certification exam offered by the American Health Information Management Association (AHIMA) to earn the credential of a Registered Health Information Technician (RHIT). Visit the AHIMA website for more information at <http://www.ahima.org/certification/>.

## Program Information

For additional information on the Health Information Technology program, visit the website at <http://www.cvtc.edu/pages/957.asp>.

Students wanting to attend part-time should take all general education classes as a pre-program student. Students should remain pre-program until they are ready to enroll in all first semester program courses.

For additional coursework, students should meet with a program counselor or view the sheet of suggested health electives.

Courses that may be beneficial to the HIT program students wanting to maintain full-time status include: 530-103, Medical Insurance and Billing, Advanced Anatomy and Physiology, and computer courses from the Office Systems/Technology area and Computer Information Systems.