

CERTIFICATE

Medical Coding Specialist Certificate

This certificate program prepares students for employment as entry-level coders using the International Classification of Diseases (ICD) and Current Procedural Terminology (CPT) coding systems for assigning accurate codes in compliance with federal regulations and insurance requirements. Graduates receive the Certificate in Medical Coding Specialist from the college and are prepared to write for a national qualifying examination to become a certified medical coder.

In order to promote student success in the Medical Coding Specialist certificate program, the following criteria is established for admission: a) high school GPA of at least 2.0 or a passing high school equivalency score and b) a minimum cumulative GPA of 2.0 for previous college hours. All courses must be completed with a grade of C or better in order to progress to the next course and an overall GPA of 2.5 to successfully complete the program.

Prior to enrolling in the HIT 285 course, students will be required to have a physical examination and verify annual tuberculosis status. A criminal background check along with a drug screen may be required, and students are responsible for any costs incurred. If a negative result is returned, the student may not be able to complete the clinical application experience.

Students must earn 30 hours for this certificate.

Program of Study

Orientation			1 hour
COLL	101	College Orientation	
Major Courses			29 hours
BSAD	125	Business Computer Applications (3)	
HIT	110*	Introduction to Health Information Technology (3)	
HIT	180	Survey of Anatomy and Physiology (5)	
HIT	210*	Pathophysiology w/ Pharmacology for HIT (3)	
HIT	220*	ICD Coding (3)	
HIT	230*	CPT Coding (3)	
HIT	240*	Applied Coding (3)	
HIT	285*	Clinical Coding Application Experience (3)	
OA	215	Medical Terminology (3)	

*Prerequisite requirement

Suggested Plan of Study

Fall Semester			Hours
COLL	101	College Orientation	1
HIT	110	Intro to Health Info Technology	3
OA	215	Medical Terminology	3
HIT	180	Survey of Anatomy & Physiology (Fall)	5
TOTAL			12
Spring Semester			Hours
HIT	210	Pathophysiology w/Pharmacology for HIT (Spring)	3
HIT	220	ICD Coding (Spring)	3
HIT	230	CPT Coding (Spring)	3
BSAD	125	Computer Applications	3
TOTAL			12
Summer Semester			Hours
HIT	240	Applied Coding (Summer)	3
HIT	285	Clinical Coding App Exp (Summer)	3
TOTAL			6
TOTAL HOURS REQUIRED			30

Paramedic

The Paramedic certificate is designed for the professional paramedic positions in Emergency Medical Services. The certificate is designed to be offered over two semesters. This program prepares graduates to sit for the Paramedic certification exam.

EMT licensure, EMPT 299, and admission to the program are prerequisites for this program.

Program of Study

Paramedic Courses			36 hours
EMTP	201	Paramedic I* (18)	
EMTP	202	Paramedic II* (18)	

*Prerequisite requirement

Suggested Plan of Study

First Semester			Hours
EMPT	201	Paramedic I	18
TOTAL			18
Second Semester			Hours
EMPT	202	Paramedic II	18
TOTAL			18
TOTAL HOURS REQUIRED			36

*This workforce solution was funded by a grant awarded by the **U.S. Department of Labor's Employment and Training Administration**. The solution was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership.*



This work is licensed under a [Creative Commons Attribution 4.0 International License](https://creativecommons.org/licenses/by/4.0/)