

Medical Records and Health Information—AAS

The field of medical records is growing rapidly. The Health Information Technology program provides students with knowledge of the duties and responsibilities of health care managers. Through the use of textbooks, applications, and simulations, students are given the opportunity to develop the skills required for this field. These skills include ICD 10 CM and ICD 10 PCS coding, insurance billing, medical transcription, records management, and reception area responsibilities.

Another offering in the Health Information Technology program is an Associate of Applied Science Degree in Business Technology with an option in Medical Records and Health Information with specific courses taken at either the Beebe or Searcy campus locations. This program takes two years to complete with the student taking courses on both campuses.

Students will have three (3) years from the date of enrollment to complete all requirements of the program. A student re-entering after the three-year time period will have to repeat all courses in the program

ASSOCIATE OF APPLIED SCIENCE BUSINESS TECHNOLOGY MEDICAL RECORDS AND HEALTH INFORMATION

Total Program = 60 Credit Hours

The fifth digit in the course number indicates the number of credit hours.

* Some courses may only be offered at the Searcy campus.

UNIVERSITY REQUIREMENT—1 OR 3 HOURS

University—1 HOUR or 3 HOURS

UNIV 10001 Principles of Academic Success I

UNIV 10003 Principles of Academic Success III

The 3-hour credit course is required for students who must take at least one remedial course. Students who are not required to take a remedial course may take the 3-hour credit course. In both situations, the courses (1-hour or 3-hour) count toward electives.

GENERAL EDUCATION CORE—15 HOURS

Requirements

ENGL 10103 Freshman English I

ENGL 10203 Freshman English II

CPSI 10003 Microcomputer Applications I

PSYC 11003 Introduction to Psychology **or**

SOCI 10103 Principles of Sociology

SPCH 10003 Oral Communications

MEDICAL RECORDS and HEALTH INFORMATION—45 HOURS

Requirements

MATH 10103 Technical Mathematics (or higher)

BUSI 10103 Introduction to Business

BUSI 19183 Spreadsheet Applications for Business

BUSI 20103 Business Communication

ECON	21003	Principles of Macroeconomics or
ECON	22003	Principles of Microeconomics
BUSI	25483	Business Operation and Management or
MGMT	20073	Supervisory Management or
MGMT	28163	Small Business Management or
*ALHE	10503	Medical Terminology I
*HIMT	10403	Body Structure and Function
*HIMT	10633	Medical Office Procedures or
HIMT	13103	Foundations of Health Science
*HIMT	16003	CPT Coding
*HIMT	20303	Medical Office Applications
*HIMT	23006	ICD 10 Coding
*HIMT	11003	Disease Processes of the Human Body
*HIMT	22033	Internship/OJT