

Program Description:

The health information technician is the professional responsible for maintaining components of health information systems in a manner consistent with the medical, administrative, ethical, legal, accreditation, and regulatory requirements of the health care delivery system. In all types of facilities, and in various locations within a facility, the technician possesses the technical knowledge and skill necessary to process, maintain, compile, and report data for reimbursement, facility planning, marketing, risk management, quality assessment, and research; to abstract and code clinical data using appropriate classification systems; and to analyze health records according to standards. The health information technician may be responsible for functional supervision of the various components of the health information system. Within the 62 credit hours students must earn for the associate degree, 34 credit hours of health information technology classes are required. This includes 4 credit hours of directed practice where the students will practice their skills in a health information setting.

Career Outlook:

Job prospects should be very good. Employment of medical records and health information technicians is expected to grow much faster than the average for all occupations through 2012, due to rapid growth in the number of medical tests, treatments, and procedures that will be increasingly scrutinized by third-party payers, regulators, courts, and consumers (www.bls.gov).

Salary Forecast:

For the most current salary information please refer to the Bureau of Labor Statistics "Occupational Outlook Handbook" found at www.bls.gov/ooh/.

Admission Requirements:

1. Completion of the first year of course work with a grade point average of 2.5 or above with a grade of at least C in all courses.
2. Completion of a minimum of 20 hours of observation in a health information management department of a health care facility.
3. Applications will be accepted from January 1 of each year for the upcoming fall semester. Admission to the program will be granted starting in May. This is a limited enrollment program.
4. Students seeking admission into the Health Information Technology program must arrange an appointment with the program faculty prior to submitting the application packet. This is to ensure that students receive current information regarding the program admission requirements and the criteria for selection. Application packets are available in the Allied Health Main Office, Room 455.

Employment Opportunities:

- Acute care facilities
- Long-term care facilities
- Insurance companies
- Rehabilitation centers
- Physicians' offices
- Medical transcription
- Ambulatory care facilities
- State and local health departments
- Sales representatives for health information supplies
- Professional billing companies
- Attorneys' offices

Contact Information:

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Our mission is to prepare students for careers, civic responsibility and life-long learning.

Health Information Technology - Major Code CH 10

Name:				ID Number 942-			
CAPS SCORES:		MATH:	ENGLISH:	READ:	DOE:		
COL 101 Faculty:							
Educational Counselor:							
Faculty Advisor:							

COURSE	REQUIREMENTS	SEM	HRS	GR	SUBSTITUTE/REPEAT CRS	SEM	CR
AH 151	Medical Terminology ¹ (EDGE)		3				
AH 216	Basic Pharmacology ²		3				
ENL 111	Written Communication ³		3				
IT 101	Fundamentals of Computers (EDGE)		3				
	Psychology approved elective ⁴		3				
AH 204	Legal and Ethical Issues in Healthcare ¹		3				
AH 205	Principles of Disease ⁵		3				
BIOL 258	Principles of Anatomy & Physiology (EDGE)		4				
COM 112 or COM 125	Oral Communication ¹ or Interpersonal Communication ¹		3				
HIT 201	Health Information Tech I with lab ⁶		4				
HIT 205	ICD-10-CM Diagnostic Coding ⁷		3				
HIT 206	Healthcare Statistics ⁸		3				
HIT 210	Computer Health Info Systems		3				
HIT 202	Health Information Tech II ⁸		4				
HIT 207	ICD-10-PCS Procedural Coding ⁹		3				
HIT 208	Qual. Improvement in Healthcare		2				
HIT 209	CPT-Procedural Coding ¹⁰		3				
HIT 215	Directed Practice II ¹¹		2				
MA 205	Medical Office Claims Procedures		3				
HIT 212	Health Information Technology ¹²		2				
HIT 218	Directed Practice III ¹³		2				

DEVELOPMENTAL COURSES REQUIRED

COURSE	REQUIREMENTS	SEM	HRS	GR	SUBSTITUTE/REPEAT CRS	SEM	CR

HOURS REQUIRED FOR GRADUATION: 62

Earn A Degree Graduate Early (EDGE):

This program provides students the opportunity to receive credit for their high school EDGE courses.

*Application Process for Health Information Technology: File a Mountwest Community & Technical College application provided by the Office of Admission. File a Health Information Technology Program application provided by the HIT Program Coordinator in the spring of the first year in the program prior to starting classes in the fall. Submit a complete HIT Observation Form verifying a minimum of 20 hours of observation.

**Academic Policy for Health Information Technology: Each HIT course must be completed with a grade of "C" or better. Students earning a grade of less than "C" in an HIT course must repeat the course. Evidence of a current satisfactory health record must be submitted prior to participation in the Directed Practice Experience. Students are responsible for transportation to and from the Directed Practice sites.

¹ AH 151, and COM 112 have a prerequisite of placement in 100-level reading.

² AH 216 has a prerequisite of AH 151.

³ ENL 111 has a prerequisite of placement in 100-level English, and placement in 100-level reading.

⁴ Choose from one of the following: PSYC 200, PSYC 215, SS 200, SS 201, or SS 210

⁵ AH 205 has a prerequisite of BIOL 257, or BIOL 258, or BIOL 260.

⁶ HIT 201 has a co-requisite of HIT 201L.

⁷ HIT 205 has a prerequisite of BIOL 258.

⁸ HIT 206 has a prerequisite of placement in 100-level Mathematics.

⁹ HIT 202 has a prerequisite of HIT 201, and HIT 201L, and a co-requisite of HIT 202L.

¹⁰ Must be admitted to the Health Information Technology, or Certified Coding Specialist Program.

¹¹ HIT 215 has a prerequisite of HIT 203, HIT 204, and HIT 214.

¹² HIT 212 has a prerequisite of HIT 201, HIT 201L, HIT 202, HIT 202L, HIT 203, HIT 204, HIT 206, HIT 208, and HIT 210.

¹³ HIT 218 has a prerequisite of HIT 203 and HIT 204.