

# Health Information Technology

## Associate of Applied Science in Health Information Technology - Tech Prep–MR2

This Tech Prep Degree Program is a professional program which is designed to lead to an Associate of Applied Science Degree.

Prerequisites for the program include a minimum of 12th grade reading level as determined by Lee College Placement Testing. A full-time student can complete the program in two years.

This program is accredited by the Commission on Accreditation of Health Informatics and Information Management (CAHIIM). Students are eligible to apply to take the National Examination to become a Registered Health Information Technician (RHIT).

In the Academic Study Program, students study anatomy and physiology, medical terminology, basic disease processes, medical transcription and word processing, record storage and retrieval, medicolegal aspects, quality improvement, data processing, health record science, hospital statistics, and human resource management.

This program offers preparation for a technical area of service in hospitals, clinics, and related health facilities. Students are trained in assembling, analyzing, coding, abstracting, transcribing, filing, and maintaining health records. Part of the learning experience will include working in the Health Information Management Department of a hospital or other health care facility. Mastery of the National Examination furthers job opportunities and increases salary.

### FIRST SEMESTER

|             |   |     |          |
|-------------|---|-----|----------|
| — HITT 1305 | Medical Terminology I                     | SCH | 3        |
| —♦ITSC 1309 | <b>Integrated Software Applications I</b> |     | <b>3</b> |
|             |   |     | <b>6</b> |

### SECOND SEMESTER

|             |   |  |           |
|-------------|---|--|-----------|
| — ENGL 1301 | <b>English Composition I</b>            |  | <b>3</b>  |
| — BIOL 2401 | <b>Human Anatomy &amp; Physiology I</b> |  | <b>4</b>  |
| — HITT 1349 | Pharmacology                            |  | 3         |
| — HITT 1301 | Health Data Content & Structure         |  | 3         |
| — HITT 1345 | Health Care Delivery Systems            |  | 3         |
|             |   |  | <b>16</b> |

### THIRD SEMESTER

|             |                                   |  |           |
|-------------|-----------------------------------|--|-----------|
| — BIOL 2402 | Human Anatomy & Physiology II     |  | 4         |
| — MRMT 1307 | Medical Transcription I           |  | 3         |
| — HITT 1341 | Coding & Classification Systems   |  | 3         |
| — HPRS 2301 | Pathophysiology                   |  | 3         |
| — PSYC 2301 | <b>Introduction to Psychology</b> |  | <b>3</b>  |
|             |                                   |  | <b>16</b> |

### FOURTH SEMESTER

|                |  |  |          |
|----------------|--|--|----------|
| — HITT 2160    | Clinical: Health Information/Medical Records Technology/Technician |  | 1        |
| — SPCH - - - - | <b>Oral Communications</b>   |  | <b>3</b> |
|                |  |  | <b>4</b> |

### FIFTH SEMESTER

|             |   |     |           |
|-------------|---|-----|-----------|
| — HITT 1355 | Health Care Statistics  | SCH | 3         |
| — MRMT 2433 | Medical Transcription II  |     | 4         |
| — HITT 2260 | Clinical - Health Information/Medical Records Technology/Technician |     | 2         |
| — HITT 1353 | Legal & Ethical Aspects of Health Information                       |     | 3         |
| — HITT 2335 | Coding & Reimbursement Methodologies                                |     | 3         |
|             |   |     | <b>15</b> |

### SIXTH SEMESTER

|             |   |  |           |
|-------------|---|--|-----------|
| — HITT 2339 | Health Information Organization & Supervision                       |  | 3         |
| — HITT 2343 | Quality Assessment & Performance Improv.                            |  | 3         |
| —●HITT 2261 | Clinical - Health Information/Medical Records Technology/Technician |  | 2         |
| — ENGL 1302 | English Composition II  |  | 3         |
| — - - - -   | <b>Humanities/Fine Arts</b>   |  | <b>3</b>  |
|             |   |  | <b>14</b> |

### Total Semester Credit Hours for Degree

**71**

## Certificate of Completion in Medical Transcription–MR1

The Medical Transcription Certificate will qualify students to work as a medical transcriptionist.

Prerequisites for the Certificate Program include a minimum typing speed of 40 wpm and a minimum 12th grade reading level as determined by Lee College Placement Testing. This certificate can be completed in one year by attending full-time.

The Lee College Certificate Program provides approved curriculum medical terminology, medical sciences, composition, and computer skills. A transcription practicum provides for a capstone experience. A voluntary certification examination is administered by the Association for Health Care Documentation Integrity (AHDI), formerly known as the American Association for Medical Transcription (AAMT).

Job opportunities are available in hospitals, clinics, physicians' offices, and a variety of health care facilities, transcription services, as well as self-employment.

### FIRST SEMESTER

|             |                                    |     |           |
|-------------|------------------------------------|-----|-----------|
| — HITT 1305 | Medical Terminology I              | SCH | 3         |
| — BIOL 2404 | The Human Body                     |     | 4         |
| — HITT 1349 | Pharmacology                       |     | 3         |
| — ITSC 1309 | Integrated Software Applications I |     | 3         |
|             |                                    |     | <b>13</b> |

### SECOND SEMESTER

|             |                         |  |           |
|-------------|-------------------------|--|-----------|
| — MRMT 1307 | Medical Transcription I |  | 3         |
| — ENGL 1301 | English Composition I   |  | 3         |
| — POFT 1301 | Business English        |  | 3         |
| — POFI 2301 | Word Processing         |  | 3         |
|             |                         |  | <b>12</b> |

● Students should plan to take this capstone course in their last semester and should speak with their advisor prior to registering for the final semester. Core curriculum courses are shown in bold type. Field of Study (FOS) courses are underlined. Core and Field of Study courses are shown in bold and underline type.

♦ Students completing a high school Tech Prep Program may receive credit for indicated courses.

| THIRD SEMESTER |      |  |
|----------------|------|--|
| — MRMT         | 2433 | Medical Transcription II   |
| —●MRMT         | 1167 | Practicum (or Field Experience):<br>Medical Transcription/Transcriptionist |
| — HITT         | 1353 | Legal & Ethical Aspects of Health<br>Information                           |
| — POFT         | 2312 | Business Correspondence &<br>Communication                                 |

**Total Semester Credit Hours for Certificate**

|     |    |
|-----|----|
| SCH | 4  |
|     | 1  |
|     | 3  |
|     | 3  |
|     | 11 |
|     | 36 |

### Certificate of Completion in Coding—CD1

The Certificate of Completion in coding will qualify students to work as a Medical Coder.

Prerequisites for the Certificate Program include a minimum 12th grade reading level as determined by Lee College Placement Testing. The Lee College Certificate Curriculum covers coding conventions and principles that allow the learner to sequence codes according to established guidelines and standards, and demonstrate knowledge in reimbursement methodologies. Part of the learning experience includes a clinical. A voluntary certification examination is administered by the American Health Information Management Association (AHIMA).

| FIRST SEMESTER |      |                                    |
|----------------|------|------------------------------------|
| — HITT         | 1305 | Medical Terminology I              |
| — ITSC         | 1309 | Integrated Software Applications I |
| — BIOL         | 2401 | Human Anatomy & Physiology I       |
| — HITT         | 1301 | Health Data Content & Structure    |

|     |    |
|-----|----|
| SCH | 3  |
|     | 3  |
|     | 4  |
|     | 3  |
|     | 13 |

| SECOND SEMESTER |      |                                 |
|-----------------|------|---------------------------------|
| — BIOL          | 2402 | Human Anatomy & Physiology II   |
| — HITT          | 1341 | Coding & Classification Systems |
| — HPRS          | 2301 | Pathophysiology                 |
| — HITT          | 1349 | Pharmacology                    |

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| THIRD SEMESTER |      |  |
|----------------|------|--|
| — HITT         | 2335 | Coding & Reimbursement Methodologies                                   |
| — HITT         | 1353 | Legal & Ethical Aspects of Health Information                          |
| —●HITT         | 2161 | Clinical - Health Information/Medical Records<br>Technology/Technician |

3  
3  
1  
7

**Total Semester Credit Hours for Certificate**

33

### Certificate of Completion in Cancer Data Management—CDM1

The Certificate Program in Cancer Data Management is designed to prepare the student for a career working in hospital-based cancer registries or population-based central registries (health care facilities, data organizations, and free standing cancer registries).

Students will acquire the technical knowledge and skills necessary to maintain a cancer data collection system that will be consistent with medical, administrative, legal, ethical, and accreditation requirements of the health care delivery system. Cancer registry professionals are required to collect, analyze, and disseminate cancer data. Completion of the certificate will signal prospective employers of one's level of knowledge, professionalism, and training.

Students will be eligible to take the National Examination given by the National Cancer Registry Association (NCRA) with a minimum of an Associate Degree in a health care related field and completion of the certificate requirements. After successful completion of the National Examination, the professional credential of Certified Tumor Registrar (CTR) is awarded. Students completing this program are TSI responsible.

| FIRST SEMESTER |      |                                    | SCH |
|----------------|------|------------------------------------|-----|
| —●HITT         | 1305 | Medical Terminology I              | 3   |
| — ITSC         | 1309 | Integrated Software Applications I | 3   |
| — HITT         | 1301 | Health Data Content & Structure    | 3   |
| — BIOL         | 2401 | Human Anatomy & Physiology I       | 4   |
| — ENGL         | ---- | Written Communication              | 3   |
|                |      |                                    | 16  |

| SECOND SEMESTER |      |  | SCH |
|-----------------|------|--|-----|
| — HITT          | 1355 | Health Care Statistics                           | 3   |
| — HITT          | 1372 | Cancer Data Management I                         | 3   |
| — HITT          | 1349 | Pharmacology                                     | 3   |
| — BIOL          | 2402 | Human Anatomy & Physiology II                    | 4   |
| — HITT          | 2339 | Health Information Organization &<br>Supervision | 3   |
|                 |      |  | 16  |

| THIRD SEMESTER |      |  | SCH |
|----------------|------|--|-----|
| — HITT         | 2343 | Quality Assessment & Performance Improv.                               | 3   |
| — HPRS         | 2301 | Pathophysiology  | 3   |
| — HITT         | 1373 | Cancer Data Management II  | 3   |
| — HITT         | 1353 | Legal & Ethical Aspects of Health<br>Information                       | 3   |
| — HITT         | 1261 | Clinical - Health Information/Medical Records<br>Technology/Technician | 2   |
|                |      |  | 14  |

**Total Semester Credit Hours for Certificate**

46