Medical Information Technology

Student Name _____

Enrollment Date _____ **Academic Year** _____

Emplid _____ **Scores:** **Math** _____
Reading _____
Writing _____

Progression in the Medical Information Technology program is contingent upon achievement of a grade of C or greater in each course and maintenance of a 2.0 cumulative grade point average or above (on a 4.0 scale).

CERTIFICATE – ELECTRONIC HEALTH RECORDS SPECIALIST: 28-30 Total Credit Hours

	Required Scores: Pre-Algebra–34 / Reading–80 / Writing–64	Cr Hr	Grade
	AHS 115 Medical Terminology (or CLA 131 or MIT 103) *No prerequisite*	3	
	MIT 104 Medical Insurance *Prereq or Coreq: AHS 115 or CLA 131 or MIT 103*	3	
	MIT 217 Medical Office Procedures *Prereq or Coreq: OST 110*	3	
	MIT 227 Medical Office Software *Prereq: (AHS 115 or CLA 131 or MIT 103) and Computer literacy* *Coreq: MIT 217*	3	
	MIT 228 Electronic Medical Records *Prereq: MIT 227*	3	
	MIT 230 Medical Information Management *Prereq: Computer literacy course*	3	
	OST 105 Introduction to Information Systems (or CIT 105) *Prereq: RDG 20*	3	
	OST 110 Document Formatting and Introduction to Word Processing *Prereq: RDG 20 and Consent of Instructor (OST 101 equivalent skills)*	3	
	OST 240 Software Integration (or CIT 130) *Prereq: OST 105*	3	
	Course Approved by Program Coordinator *(Rec. MIT 296)*	1-3	

College Success Courses As Needed: *It is strongly recommended that students complete a college success course. If a student is advised into two or three developmental education courses, it is strongly recommended they enroll in the 3 credit hour college success course.*

	College Success Courses	Cr Hr
	GEN 100 Introduction to College ***(No prerequisite)***	1
	GEN 102 Foundations of Learning *(No prerequisite)*	3

Developmental Courses: *Once students complete and pass a developmental course with a grade of 'C' or higher, they have the option of retesting or moving into the next level of developmental. Once students have completed and passed ALL levels of developmental, they can be placed into General Education courses, including College Algebra, and are not required to retest.*

	Developmental Math	Cr Hr
	MT 010 – KYAE Math *(Compass score 0-23 in Pre-Algebra)*	0
	MT 50 – Developmental Math Workshop **AND** **MAT 65 – Basic Algebra** *Compass score 24-41 in Pre-Algebra* (or MAT 55)	1-2 3
	MAT 65 – Basic Algebra *(Compass score 16-30 in Algebra)*	3
	MAT 85 – Intermediate Algebra*(Compass score 31-35 in Algebra)*	3
	MAT 100 – College Algebra Workshop *Compass score 36-49 in Algebra / ACT 19-21 -enroll concurrent in College Algebra (MAT 150)*	2
	Developmental Writing	
	EN 010 – KYAE English *(Compass score 26-38)*	0
	ENG 100 – English Workshop **AND** **ENG 101 – Writing I** *Compass score 39-73* (or ENC 91)	2 3
	Developmental Reading	
	RD 010 – KYAE Reading *(Compass score 49-69)*	0
	RDG 100 – Reading Workshop **AND** **Pre-Selected General Education Course** *Compass score 70-82* (or RDG 30)	2 3
	RDG 41 – Reading Laboratory *(Compass score 83-84)*	1

ASSOCIATE IN APPLIED SCIENCE DEGREE – MEDICAL INFORMATION TECHNOLOGY: MEDICAL ADMINISTRATIVE TRACK: 64 Total Credit Hours

	Required Scores: Algebra – 25 / Reading – 85 / Writing – 74	Cr Hr	Grade
	General Education:		
	BIO 135 Basic Anatomy and Physiology with Laboratory (or BIO 137 and BIO 139) *Prereq: (Reading, English and Mathematics assessment exam scores above the KCTCS developmental placement level) or (Successful completion of the prescribed "learning community" to assist the student in determined areas of weakness) or (Consent of Instructor)*	4	
	ENG 101 Writing I *Prereq: Appropriate writing placement score or ENC 91*	3	
	Heritage / Humanities *Prereq: See Compass / ACT score requirement*	3	
	MAT 105 Business Mathematics (or MAT 110 or MAT 150 or higher level Quantitative Reasoning course) *Prereq: MAT 65 or equivalent as determined by KCTCS placement examination*	3	
	Oral Communications *Rec. COM 181*	3	
	Social / Behavioral Sciences *Prereq: See Compass / ACT score requirement* *Rec. PSY 110 or SOC 101*	3	
	Technical Core:		
	ACT 101 Fundamentals of Accounting I (or ACC 201) *No prerequisite*	3	
	AHS 115 Medical Terminology (or CLA 131 or MIT 103) *No prerequisite*	3	
	MIT 104 Medical Insurance *Prereq or Coreq: AHS 115 or CLA 131 or MIT 103*	3	
	MIT 217 Medical Office Procedures *Prereq or Coreq: OST 110*	3	
	MIT 227 Medical Office Software *Prereq: (AHS 115 or CLA 131 or MIT 103) and Computer literacy* *Coreq: MIT 217*	3	
	MIT 228 Electronic Medical Records *Prereq: MIT 227*	3	
	MIT 230 Medical Information Management *Prereq: Computer literacy course*	3	
	MIT 295 Medical Information Technology Capstone *Prereq: Consent of Program Coordinator*	3	
	OST 105 Introduction to Information Systems (or CIT 105) *Prereq: RDG 20*	3	
	OST 110 Document Formatting and Introduction to Word Processing *Prereq: RDG 20 and Consent of Instructor (OST 101 equivalent skills)*	3	
	OST 210 Advanced Word Processing Applications *Prereq: OST 110*	3	
	OST 225 Introduction to Desktop Publishing *Prereq: (OST 105 and OST 110) or Consent of Instructor*	3	
	OST 235 Business Communications Technology *Prereq: (ENG 101 or OST 108) and OST 110*	3	
	OST 240 Software Integration (or CIT 130) *Prereq: OST 105*	3	
	Course Approved by Program Coordinator	3	

I have reviewed this advising sheet with my advisor and understand course requirements and preferred sequence of courses necessary to complete a credential. Also, I do understand that there may be course changes with future curriculum revisions that may affect a change in course requirements listed on this sheet.

Student:_____

Advisor:_____

Date: _____