

**NAME:** \_\_\_\_\_ **A#** \_\_\_\_\_

**CATALOG YR:** 2013-2014

| GENERAL EDUCATION  | NOTES/COMMENTS |
|--|----------------|
| No general education is required for this technical certificate. |                |

| REQUIRED COURSES                      |               |             |              |   | NOTES/COMMENTS |
|---------------------------------------|---------------|-------------|--------------|---|----------------|
| <i>Course No. and Title</i>           | <i>Credit</i> | <i>Term</i> | <i>Grade</i> | <i>Prerequisite</i>                                       |                |
| CIS 1010 Intro Information Technology | 3             |             |              | Completion of all LS competencies for reading and writing |                |
| CPT 1510 A+ IT Essentials             | 3             |             |              | Completion of all LS competencies in reading              |                |
| HCM 2000 Healthcare Delivery Systems  | 3             |             |              | Completion of all LS competencies in reading and writing  |                |
| HCM 2200 Medical Legal Issues         | 3             |             |              | Completion of all LS competencies in reading and writing  |                |
| HCM 2250 Survey of Coding             | 3             |             |              | Completion of all LS competencies in reading and writing  |                |
| HCM 2750 Electronic Healthcare Apps   | 3             |             |              | INFS 1010 and HCM 2000 with a grade of "C" or higher      |                |
| INFS 1010 Computer Applications       | 3             |             |              | Completion of all LS competencies for reading and math    |                |
| <b>Total Certificate Credit Hours</b> | <b>21</b>     |             |              |   |                |

Program Notes:

A grade of "C" or higher in all HCM courses must be earned prior to graduation. Instructor permission is required for enrollment in all HCM courses.

All courses can be applied to the A.A.S. degree in Healthcare Management with a concentration in Medical Management once the admissions requirements for the college have been met.

To receive your certificate, you must complete and file an Intent to Graduate form. This form can be obtained from the Records Office or downloaded from the Records Office website.