Academic Plan - Associate of Applied Science Health Information Technology

**Catalog Year: 2018/2019**

The Associate of Applied Science (AAS) degree in Health Information Technology is designed to develop the technical skills necessary for managing health information within the healthcare delivery system. The AAS degree program in Health Information Technology emphasizes the technical component of health information services and is designed to prepare entry-level graduates with the knowledge and skills necessary to use, analyze, abstract, code, present, and retrieve data in a variety of health care settings. Health Information Management professionals, in their capacity as Custodian of the Medical Record, are responsible for safekeeping of Protected Health Information and compliance with governmental regulations. Upon successful completion of the program, the graduate is eligible to write the national certification examination and upon successful passing of this examination, receive the RHIT (Registered Health Information Technology) credentials. This program is accredited by the Commission on Accreditation for Health Informatics and Information Management (CAHIIM). The American Health Information Management Association (AHIMA) is the association of health information management (HIM) professionals. AHIMA Web site: [www.ahima.org](http://www.ahima.org)

**Total Credits:64**

# A - General Education Courses

3 Credits, CIS 118 - Intro to PC Applications, available fall spring summer

3 Credits, COM 115 - Public Speaking\* OR COM 125 - Interpersonal Communication OR any other higher level Communication Course, available fall spring summer

3 Credits, ENG 121 - English Composition OR any other higher level Composition / Writing Course\*, available fall spring summer

3 Credits, MAT 135 - Introduction to Statistics: GT-MA1 OR CIS 155 - PC Spreadsheet Concepts: Excel\*, available fall spring summer

3 Credits, PSY 101 - General Psychology OR any other Psychology Course\*, available fall spring summer

# B - Major Courses

2 Credits, HIT 112 - Legal Aspects Health Records, available spring

2 Credits, HIT 188 - Health Information Practicum I, available fall spring

2 Credits, HIT 221 - ICD Coding II, available fall

2 Credits, HIT 289 - HIT Capstone Course, available fall spring summer

3 Credits, HIT 101 - Health Information Management Science, available fall

3 Credits, HIT 105 - Principles of Healthcare Reimbursement, available spring

3 Credits, HIT 111 - Health Data Management and Information Systems, available fall

3 Credits, HIT 122 - Workflow Fund of Healthcare, available spring

3 Credits, HIT 220 - ICD Coding I, available fall

3 Credits, HIT 222 - Quality Management, available spring

3 Credits, HIT 225 - Health Information Management, available fall

3 Credits, HIT 241 - CPT Coding Basic Principles, available fall

3 Credits, HPR 178 - Medical Terminology, available fall spring summer

3 Credits, MOT 125 - Basic Medical Sciences I, available fall spring summer

3 Credits, MOT 133 - Basic Medical Sciences II, available fall spring summer

3 Credits, MOT 135 - Basic Medical Sciences III, available fall spring summer

5 Credits, HIT 231 - ICD Coding III, available spring

# Pre-Requisites, Co-Requisites, and Recommendations

CIS 118 - Intro to PC Applications

Requirement: Students must have Windows file management skills to create file folders, rename files, delete

HIT 101 - Health Information Management Science

Requirement: Requires admision to HIT Program

HIT 105 - Principles of Healthcare Reimbursement

Pre-Requisite: HIT 101 - Health Information Management Science

HIT 111 - Health Data Management and Information Systems

Pre-Requisite OR Co-Requisite: HIT 101 - Health Information Management Science

Pre-Requisite: CIS 118 - Intro to PC Applications

HIT 112 - Legal Aspects Health Records

Pre-Requisite OR Co-Requisite: HIT 111 - Health Data Management and Information Systems

HIT 122 - Workflow Fund of Healthcare

Pre-Requisite OR Co-Requisite: HIT 105 - Principles of Healthcare Reimbursement

Pre-Requisite OR Co-Requisite: HIT 111 - Health Data Management and Information Systems

Pre-Requisite: CIS 118 - Intro to PC Applications

HIT 188 - Health Information Practicum I

Pre-Requisite: HIT 112 - Legal Aspects Health Records

Pre-Requisite: HIT 122 - Workflow Fund of Healthcare

HIT 220 - ICD Coding I

Pre-Requisite: HIT 101 - Health Information Management Science

HIT 221 - ICD Coding II

Co-Requisite: HIT 220 - ICD Coding I

Pre-Requisite: MOT 133 - Basic Medical Sciences II

Pre-Requisite: MOT 135 - Basic Medical Sciences III

HIT 222 - Quality Management

Pre-Requisite: HIT 111 - Health Data Management and Information Systems

HIT 225 - Health Information Management

Pre-Requisite OR Co-Requisite: HIT 111 - Health Data Management and Information Systems

HIT 231 - ICD Coding III

Pre-Requisite: HIT 221 - ICD Coding II

HIT 241 - CPT Coding Basic Principles

Pre-Requisite: HIT 220 - ICD Coding I

Pre-Requisite: HIT 221 - ICD Coding II

HIT 289 - HIT Capstone Course

Requirement: Instructor's Permission

MOT 125 - Basic Medical Sciences I

Pre-Requisite: HPR 178 - Medical Terminology

MOT 133 - Basic Medical Sciences II

Pre-Requisite: HPR 178 - Medical Terminology

MOT 135 - Basic Medical Sciences III

Pre-Requisite: HPR 178 - Medical Terminology

# Notes

The Associate of Applied Science degree in Health Information Technology is designed to enable a student to develop the technical skills necessary for managing health information within the healthcare delivery system. This program is accredited by the Commission on Accreditation for Health Informatics and Information Management. Refer to the 2019/20 Catalog for program admission, elective course and graduation requirements; consult the HIT Department for specific course planning information and guidance and utilize DegreeCheck to monitor progress. To graduate from this program, visit www.arapahoe.edu/graduation and submit the graduation application by the deadline. This information is subject to change without notice.

Students must contact Christine Tomas, RHIA, HIT Program Chair for counseling and program planning prior to enrolling in any courses that are part of the HIT curriculum (303.797.5603) christine.tomas@arapahoe.edu.

Students must complete a Criminal Background Check prior to the Capstone practicum.

HIT 289 requires the student to complete a 40 hour practicum experience.

\*This course requires college level readiness as measured by Accuplacer, ACT, or SAT scores; approved high school course work that is less than five years old; or successful completion of appropriate college-readiness course.

AAA 101 – College 101: Student Experience is required for all new college students seeking degrees or transfer.

# Graduation Requirements

After applying for graduation, all correspondence to a student about the status of their program conferral will be sent to their student email address only.

All Major education and other courses required for this degree must be completed with a “C” or better to meet graduation requirements.

As a graduate of a Career and Technical Education program you will be contacted by an ACC employee in approximately six months to verify your employment information. This information gathering is a federal requirement to ensure that ACC receives certain f

To graduate, students must apply for graduation and complete the graduation survey (available via myACC). (form available at www.arapahoe.edu/departments-and-programs/graduation).

# RECOMMENDED COURSE SEQUENCE FULL-TIME TRACK

## Year 1: Fall

3 Credits, CIS 118 - Intro to PC Applications

3 Credits, ENG 121 - English Composition I: GT-CO1

3 Credits, HIT 101 - Health Information Management Science

3 Credits, HPR 178 - Medical Terminology

## Year 1: Spring

3 Credits, HIT 105 - Principles of Healthcare Reimbursement

2 Credits, HIT 112 - Legal Aspects Health Records

3 Credits, MOT 125 - Basic Medical Sciences I

3 Credits, MOT 133 - Basic Medical Sciences II

3 Credits, MOT 135 - Basic Medical Sciences III

## Year 1: Summer

3 Credits, COM 115 - Public Speaking" OR COM 125 - Interpersonal Communication OR any other higher level Communication Course

3 Credits, MAT 135 - Introduction to Statistics: GT-MA1 OR CIS 155 - PC Spreadsheet

Concepts: Excel- Drawing II

3 Credits, PSY 101 - General Psychology

## Year 2: Fall

3 Credits, HIT 111 - Health Data Management and Information Systems

2 Credits, HIT 188 - Health Information Practicum I

3 Credits, HIT 220 - ICD Coding I

2 Credits, HIT 221 - ICD Coding II

3 Credits, HIT 225 - Health Information Management

3 Credits, HIT 241 - CPT Coding Basic Principles

## Year 2: Spring

3 Credits, HIT 122 - Workflow Fund of Healthcare

3 Credits, HIT 222 - Quality Management

5 Credits, HIT 231 - ICD Coding III

2 Credits, HIT 289 - HIT Capstone Course

# RECOMMENDED COURSE SEQUENCE PART-TIME TRACK

## Year 1: Fall

3 Credits, CIS 118 - Intro to PC Applications

3 Credits, HIT 101 - Health Information Management Science

## Year 1: Spring

3 Credits, HIT 105 - Principles of Healthcare Reimbursement

3 Credits, HPR 178 - Medical Terminology

## Year 1: Summer

3 Credits, MOT 125 - Basic Medical Sciences I

3 Credits, MOT 133 - Basic Medical Sciences II

3 Credits, MOT 135 - Basic Medical Sciences III

## Year 2: Fall

3 Credits, HIT 111 - Health Data Management and Information Systems

3 Credits, HIT 220 - ICD Coding I

2 Credits, HIT 221 - ICD Coding II

## Year 2: Spring

2 Credits, HIT 112 - Legal Aspects Health Records

3 Credits, HIT 122 - Workflow Fund of Healthcare

3 Credits, HIT 222 - Quality Management

## Year 2: Summer

3 Credits, COM 115 - Public Speaking" OR COM 125 - Interpersonal Communication OR

any other higher level Communication Course

3 Credits, ENG 121 - English Composition I: GT-CO1

3 Credits, PSY 101 - General Psychology

## Year 3: Fall

2 Credits, HIT 188 - Health Information Practicum I

3 Credits, HIT 225 - Health Information Management

3 Credits, HIT 241 - CPT Coding Basic Principles

## Year 3: Spring

5 Credits, HIT 231 - ICD Coding III

2 Credits, HIT 289 - HIT Capstone Course

3 Credits, MAT 135 - Introduction to Statistics: GT-MA1 OR CIS 155 - PC Spreadsheet

Concepts: Excel- Drawing II