Medical Information Technology Associate in Applied Science Implemented Fall 2012 (Term 4124)
Select a Track from below: PROGRAM TOTAL CREDIT HOURS: 64-67 depending on track selected.

Student Name: _____   Empl ID: _____

GENERAL EDUCATION REQUIREMENTS (19 HOURS)		Hrs.	Grade	Semester
MAT 105	Business Math OR	3		
MAT 110	Applied Mathematics OR	(3)		
MAT 150	College Algebra OR	(3)		
	A Higher Level Quantitative Reasoning Course	(3)		
ENG 101	Writing I	3		
BIO 135	Basic Anatomy & Physiology with Laboratory*	4		
	Oral Communication	3		
	Heritage/Humanities	3		
	Social/Behavioral Sciences	3		
	Subtotal	**19**		

*Students can fulfill the Biology requirement with both BIO 137 and BIO 139.

TECHNICAL COURSES REQUIRED (30 HOURS)		Hrs.	Grade	Semester
	Computer Literacy	3		
OST 110	Document Formatting and Word Processing	3		
OST 240	Software Integration	3		
MIT 103	Medical Office Terminology OR	3		
AHS 115	Medical Terminology OR	(3)		
CLA 131	Medical Terminology from Greek and Latin	(3)		
MIT 104	Medical Insurance	3		
MIT 217	Medical Office Procedures	3		
MIT 227	Medical Office Software	3		
MIT 228	Electronic Medical Records	3		
MIT 230	Medical Information Management	3		
MIT 295	Medical Information Technology Capstone	3		
	Subtotal	**30**		

CHOOSE ONE TRACK FROM BELOW

Medical Administrative Track		Hrs	Grade	Semester
ACT 101	Fundamentals of Accounting I OR	3		
ACC 201	Financial Accounting I	(3)		
OST 210	Advanced Word Processing Appl.	3		
OST 225	Introduction to Desktop Publ.	3		
OST 235	Business Communications Tech.	3		
	Course Approv. by Program Coord.	3		
	Subtotal	*15*		
	Total	**64**		

Electronic Medical Records Track		Hrs.	Grade	Semester
ACT 101	Fundamentals of Accounting I OR	3		
ACC 201	Financial Accounting I	(3)		
CIT 170	Database Design Fundamentals	3		
OST 210	Advanced Word Process. Appl.	3		
	Course Approv. by Program Coord.	3		
	Course Approv. by Program Coord.	3		
	Subtotal	*15*		
	Total	**64**		

Medical Coding Track		Hrs.	Grade	Semester
ACT 101	Fundamentals of Accounting I OR	3		
ACC 201	Financial Accounting I	(3)		
MIT 204	Medical Coding	3		
MIT 205	Advanced Medical Coding	3		
OST 235	Business Communications Tech.	3		
	Course Approv. by Program Coord.	3		
	Course Approv. by Program Coord.	3		
	Subtotal	18		
	Total	**67**		

Medical Office Management Track		Hrs.	Grade	Semester
ACT 101	Fundamentals of Accounting I OR	3		
ACC 201	Financial Accounting	(3)		
BAS 160	Introduction to Business	3		
OST 235	Business Communications Tech.	3		
OST 275	Office Management	3		
	Course Approv. by Program Coord.	3		
	Subtotal	*15*		
	Total	**64**		

Medical Transcription Track		Hrs.	Grade	Semester
MIT 106	Introduction to Medical Trans.	3		
MIT 206	Medical Transcription	3		
OST 210	Advanced Word Process. Appl.	3		
OST 235	Business CommunicationsTech.	3		
	Course Approv. by Program Coord.r	3		
	Subtotal	*15*		
	Total	**64**		

Suggested Course Sequence for completion in 4 semesters:

SEMESTER ONE (19 HOURS)
COURSE #
ENG 101
MAT 110
BIO 135
OST 110
Oral Communications
Computer Literacy

SEMESTER TWO (15 HOURS)
COURSE #
MIT 103
MIT 104
MIT 230
Social/Behavior Science
Heritage/Humanities

SEMESTER THREE (15 HOURS)
COURSE #
MIT 217
MIT 227
Course from Track Selected
Course from Track Selected
Course approved by Coordinator

SEMESTER FOUR (18 HOURS)
COURSE #
MIT 228
MIT 295
Course from Track Selected
Course from Track Selected
Course approved by Coordinator
**Course approved by Coordinator

**Medical Coding Track and Electronic Medical Records Track only

Employment Opportunities in the Medical Information Technology Field:

It is expected that careers in the health care filed will increase over the next 10 years. A good resource for employment trends and salary information is the United States Department of Labor Bureau of Labor Statistics. It is recommended that you view the Occupational Outlook Handbook at their website http://www.bls.gov/ .

Areas of study:

The Medical Information Technology Program offers degree tracks, diplomas, and certificate options. Certificates can typically be completed within two semesters. Diplomas can typically be completed within three semesters. The AAS Degree Tracks can be completed within four semesters.

Length of Program:

The actual time is takes to complete any of the credentials offered in the program depends on the background and needs of each individual student. Most students want to know "How long will it take for me to complete this program?". Some things to consider when determining how long it will take to complete the program includes the following: Do you have any completed or transfer coursework that can be used toward the credential? Do you have any development needs in reading, writing, or math? How many credit hours can you take each semester? All of these are variables in how long it will actually take to complete the program.

Admission Requirements:

This program has no special admission requirements. Please consult SCC's Admissions page for admission information http://www.somerset.kctcs.edu/Admissions .

Coordinator's notes:

All required courses are offered either on-campus and/or online. All courses for the MIT program can be completed online via KYVC.

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

For more information:

Donna Logan

606.878.4758

donna.logan@kctcs.edu

This information should not be considered a substitute for the KCTCS catalog. You should always choose classes in cooperation with your faculty advisor to ensure that you meet all degree requirements. You can review the most up to date program information at the KCTCS catalog http://www.kctcs.edu/en/Students/Programs_and_Catalog.aspx .