

HEALTH INFORMATION TECHNOLOGY
ASSOCIATE OF APPLIED SCIENCE DEGREE
Catalog 2008-2009

The HIT program is accredited by the Commission on Accreditation for Health Informatics and Information Management in collaboration with the American Health Information Management Association. Upon graduation, students are eligible to write the national certification exam; candidates who successfully pass this exam earn the professional credential of Registered Health Information Technician (RHIT).

This program is available by pre-selection only. Students may enroll in general education courses prior to admission to the program. A grade of "C" or better must be achieved in all HITP, and pre-requisite courses determined by Accuplacer scores. Students who fail to do so may be dropped from the program. There is a two-week (or 90 hour) clinical experience to be completed in the final year of the program and this may necessitate travel out of the Farmington area. The program is designed for those students working full-time, day jobs, therefore requiring six semesters and two summer sessions to complete the course work on a part-time basis. A two-year course rotation is also available for those students wanting full-time status. All HITP courses must be taken in the following sequence.

Prerequisites	Credit Hours	Grade
___ COSC 125 Business Microcomputer Applications	3	_____
___ ENGL 111 Freshman Composition OR	3	_____
___ ENGL 118 Technical Composition		_____
___ ENGL 218 Advanced Technical Composition	3	_____
___ MATH 114 Mathematics for Health Careers OR	3	_____
___ MATH 115 Intermediate Algebra and Applications	(4)	_____
___ PSYC 120 Introduction to Psychology	3	_____
___ SPCH 111 Interpersonal Communication	<u>3</u>	_____
	Total 18-19	

Core Curriculum:

___ HITP 110 Medical Terminology	3	_____
___ HITP 112 Human Body: Structures & Functions	4	_____
___ HITP 120 Introduction to Health Information Technology	3	_____
___ HITP 125 Introduction to Medical Practice Management	3	_____
___ HITP 130 Pathophysiology: HITP	3	_____
___ HITP 140 Computers in Healthcare	3	_____
___ HITP 150 Legal and Ethical Issues in HIT	3	_____
___ HITP 160 Pharmacology and Laboratory Procedures	3	_____
___ HITP 170 Physician Coding (CPT-4)	3	_____
___ HITP 185 Computerized Medical Office	3	_____
___ HITP 200 Coding Class Systems I	3	_____
___ HITP 210 Coding Class Systems II	3	_____
___ HITP 230 Reimbursement Methodologies	3	_____
___ HITP 240 Health Data Analysis	4	_____
___ HITP 260 Supervised Clinical Experience II	2	_____
___ HITP 270 HIT Seminar	1	_____
___ HITP 286 The Effective HC Supervisor	<u>3</u>	_____
	Total 50	

Total Credit hours for this degree 68-69

HEALTH INFORMATION TECHNOLOGY PROGRAMS
Associate of Applied Science Degree/Health Information Technology
Certificate/Medical Insurance Coder/Biller
Certificate/Medical Transcription

San Juan College offers programs designed to meet the increasing demands for well educated and professionally trained Health Information Technicians in health care agencies such as managed care organizations, ambulatory clinics, hospitals, physician and dental practices, long term care facilities, cancer centers, State Health Departments, and other organizations concerned with health information such as large insurance agencies, regional health information organizations and regulatory agencies.

These are one, two or three year programs, depending on full or part-time status, and are **selective majors**. Specific requirements must be met in order to declare HIT, MCB, or MT majors. All HITP courses are offered on-line for distance education purposes and the entire curriculum required to earn the AAS degree in Health Information Technology is available on the internet using WebCT. Therefore, the San Juan College HIT Program is available to any qualified candidate who has access to the Internet. Some HITP courses may be offered only once a year; therefore, advisement for sequencing is required. Admission to the programs is on a first-qualified, first-served basis. Acceptance to the College is granted to most applicants and does not constitute nor guarantee admission to the Health Information Programs. Final approval to enroll in the programs is granted by the Director of Health Information Technology Programs. Enrollment is limited. Taking courses that apply to the HIT curriculums does not guarantee acceptance to the programs.

To be eligible the applicant must have:

High school diploma or college minimum GPA of 2.75. College GPA is based on a minimum of 12 non-remedial and completed the SJC Accuplacer tests if fewer than 18 college credits have been earned, or if deemed necessary by advisor.

APPLICATION PROCEDURE

The Program Applications are done through the Health Information Technology Office located in the San Juan College 30th Street Center Annex. You may arrange for an interview with the Director of Health Information Technologies by phoning: 505-566-3597.

Program Entry:

1. Obtain the appropriate entry application for your chosen course of study from the HIT Office.
2. Complete the enrollment process at San Juan College Admissions and Records:
 - Declare HIT, MTRN, or MCB as your major
 - Submit the General Information Form
 - Request official transcripts from each school that you will use for transfer credits
 - Request evaluation of all non-San Juan College transcripts
 - Take the Accuplacer tests if required
3. Submit the completed application materials to the HIT Department:
 - Formal program entry application
 - Accuplacer placement test scores and/or transcripts documenting equivalent credit
 - Documentation of all prerequisites completed or in progress.

Advanced Level Program Continuation:

As part of the mandatory academic advisement session held during the first semester of 100 Level HITP and MTRN courses, progress in the program will be reviewed. If in good standing, the intent to continue as a degree or certificate student will be documented in the Program student file. If necessary, any developmental/remedial work required before advancement will also be documented.