

**HEALTH INFORMATION TECHNOLOGY**  
 Associate of Applied Science Degree  
 Catalog 2009-2010

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) professional practice 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.

<b>Prerequisites</b>			<b>Credit Hours</b>	<b>Grade</b>
___	COSC	125 Business Microcomputer Applications	3	_____
___	ENGL	111 Freshman Composition <b>OR</b>	3	_____
___	ENGL	118 Technical Composition		_____
___	ENGL	218 Advanced Technical Composition	3	_____
___	MATH	114 Mathematics for Health Careers <b>OR</b>	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 Classification Systems I	3	_____
___	HITP	210 Coding Classification Systems II	3	_____
___	HITP	230 Reimbursement Methodologies	3	_____
___	HITP	240 Health Data Analysis	4	_____
___	HITP	255 EHR & Advanced Medical Office Management	3	_____
___	HITP	260 Supervised Clinical Experience II	2	_____
___	HITP	270 HIT Seminar	1	_____
___	HITP	286 Effective Healthcare 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  
Medical Insurance Coder/Biller Certificate Program  
Medical Transcription Certificate Program

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 online. One **MUST** have access to a computer and internet access, DSL, or broadband preferred. 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 credits. All applicants must complete 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
  - Demonstrate digital literacy by providing results of assessment

**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 or digital literacy work required before advancement will also be documented.