



Medical Information Technology

(Medical Coding, Electronic Medical Records, Medical Office Management, Medical Administration)

Associate in Applied Science

FIRST YEAR COURSE SCHEDULE			
	Fall Semester	Credits	Spring Semester
	MAT 105-Business Math OR MAT 110-Applied Mathematics OR MAT 150-College Algebra OR Higher	3	MIT 230-Medical Records & Data Management
	BIO 135-Basic Anatomy and Physiology with Lab ¹	4	MIT 104-Medical Insurance
	OST 110-Document Formatting and Word Processing	3	OST 240-Software Integration OR CIT 130-Productivity Software
	ENG 101-Writing	3	Oral Communications
	CIT 105-Intro to Computers OR OST 105-Intro to Information Systems OR Digital Literacy	3	Heritage/Humanities
	MIT 103-Medical Office Terminology		Medical Coding Option: Social/Behavioral Sciences Electronic Medical Records Option: OST 210-Advanced Word Processing Medical Office Management Option: Social/Behavioral Sciences Medical Administrative Option: OST 210-Advanced Word Processing
	Total Credit Hours	19	Total Credit Hours
			18

SECOND YEAR COURSE SCHEDULE			
	Fall Semester	Credits	Spring Semester
	MIT 217-Medical Office Procedure	3	MIT 228-Electronic Medical Record
	MIT 224-Medical Practice Management	3	MIT 295-Medical Information Technology Capstone
	ACT 101-Fundamentals of Accounting I OR ACC 201-Financial Accounting I	3	Course Approved by Program Coordinator ²
	Medical Coding Option: MIT 204-Medical Coding Electronic Medical Records Option: Social/Behavioral Sciences Medical Office Management Option: BAS 160-Introduction to Business Medical Administrative Option: Social/Behavioral Sciences	3	Medical Coding Option: MIT 205-Advanced Medical Coding Medical Office Management Option: OST 275-Office Management Medical Administrative Option: MIT 227-Medical Office Software
	Total Credit Hours	15	Total Credit Hours
			12
			Total Credit Hours for Degree
			64

¹Students can fulfill the Biology requirement with both BIO 137 and BIO 139.

²Suggested courses are: OST 210, BAS 160, OST 275, OST 225

NOTE: Student may also earn certificates and diplomas within this program. Please ask your advisor about earning these credentials.