



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 | Credits | | |
| 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 | 3 | | 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 | |

NOTE Each option will take the same courses unless an additional course specific to the selected is noted.

| SECOND YEAR COURSE SCHEDULE | | | | |
|---|-----------------|-----------|---|--|
| | Fall Semester | Credits | | |
| | Spring Semester | Credits | | |
| 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 | |
| OST 235-Business Communications Technology | 3 | | | |
| 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 Electronic Medical Records Option: Course Approved by Program Coordinator ² | |
| 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.