Healthcare Management, AAS
School of Technology

The Healthcare Management AAS program combines specific course work in human biology, medical terminology, medical billing and inpatient/outpatient coding. During the last semester, students will have the opportunity to apply their skills by completing an internship. This curriculum is designed to provide the student with the knowledge to enter the medical billing/coding arena.

Career Opportunities

Graduates from the Healthcare Management AAS program may find employment as medical office personnel, medical registrars, billing specialists, insurance verifiers, schedulers, entry-level coders, claims processors and unit secretaries.

Program Learning Outcomes

Upon successful completion of this program, students will be able to:
- Analyze and record billing transactions and insurance claims using a computerized medical program.
- Apply correct coding techniques in billing and preparing insurance claims.
- Demonstrate electronic processing skills using computer software.
- Demonstrate proficiency with implementing medical insurance and electronic health regulations by using various software programs.
- Demonstrate proficiency in word processing, written communication, medical terminology, medical billing, coding, and reimbursement.

Sugg. Term	Seq #	Course ID	Course Title	Cr	Prereq/Coreq(Co)	Options Available
1st Fall	1	PDV 101	First Year Seminar	1		
	2	BIO 107	Human Biology	3		BIO 171 & 172
	3	BUS 140	Introduction to Business	3		BUS 158
	4	CPT 150	Microcomputer Concepts	3		
	5	CIS 168	Principles of Information Security	3		
	6	HCM 145	Medical Office Procedures	3		
1st Spring	7	BUS 245	Principles of Marketing	3		
	8	ENG 161	College Writing	3	ENG 085 or Placement	
	9	HCM 130	A&P for Medical Offices	3	BIO 107 or BIO 171 & 172	
	10	HCM 250	Diagnostic Medical Coding	3	BIO 107 or BIO 171 & 172	
	11	HCM 260	Procedural Medical Coding	3	BIO 107 or BIO 171 & 172	
2nd Fall	12	BUS 120	Mathematics of Business	3	MTH 050, 050A or Placement	
	13	HCM 150	Introduction to Health Information	3		
	14	HCM 165	Law & Ethics Healthcare	3		
	15	SPC 156	Interpersonal Communication	3		SPC 155
	16	ENG 163	Business Communication	3	ENG 161	ENG 162 or 164
2nd Spring	17	HCM 155	Electronic Health Record	3		
	18	SOC 155	Principles of Sociology	3		PSY 160
	19	HCM 199 or HCM 299	Internship or Virtual Capstone	3	Major QPA 2.0, See Course Descriptions for Prerequisites	BUS 241
	20	HCM 270	Hospital Billing Coding	3	BIO 107, HCM 130, HCM 250, HCM 260	
	21	HCM 285	Advanced Medical Coding	3	HCM 145, HCM 250 & HCM 260 and 20 credit hours of HCM courses	

Total Program Credits   61   HCM