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|   | CAREER ENHANCEMENT CERTIFICATE Medical Billing Specialist <i>The catalog in force is assigned to students based on the academic year they first applied to the college, and changes only when students change their major or request the change in writing.</i> <i>Refer to Policy No. 3357:15-13-28.</i> | 2025-26 Catalog Effective Summer 2025 |
| | | 3057 |

Health and Public Services Division

Medical Technology Programs Department

| Course Number | Course Title | Credits | Pre- and Co-Requisites | Completed Sem./Year |
|---------------------------|--|-----------|------------------------------|---------------------|
| SSC101 | Student Success Seminar^^ | 1 | <i>Take first semester</i> | |
| BIO101 | Introduction to Anatomy and Physiology^ | 3 | IDS102 or Proficiency | |
| BIO125 | Medical Terminology | 3 | | |
| HIT101 | Introduction to Medical Billing++ | 3 | | |
| HIT102 | Medical Claims Methodology++ | 4 | HIT101 | |
| ITD122 | Computer Applications for Professionals^ | 3 | ITD100 or Proficiency | |
| HIT123 | Healthcare Legal and Ethical Issues++ | 2 | HIT230 or Co-HIT121 | |
| HIT230 | Health Care Delivery in the U.S.++ | 2 | | |
| TOTAL CREDIT HOURS | | 21 | | |

STUDENT ADVISING NOTES

Academic Advising

Students should make an appointment to see their advisor before registering for classes each semester. They should have prepared a completed registration form, including courses they wish to take, prior to this meeting.

| <u>First Semester</u> | | <u>Credit Hours</u> | <u>Pre- and Co-requisites</u> |
|------------------------|--|---------------------|-------------------------------|
| SSC101 | Student Success Seminar^^ | 1 | <i>Take first semester</i> |
| BIO125 | Medical Terminology | 3 | |
| HIT101 | Introduction to Medical Billing++ | 3 | |
| HIT230 | Health Care Delivery in the U.S.++ | <u>2</u> | |
| | | 9 | |
| <u>Second Semester</u> | | | |
| BIO101 | Introduction to Anatomy and Physiology^ | 3 | IDS102 or Proficiency |
| HIT123 | Healthcare Legal and Ethical Issues++ | 2 | HIT230 or Co-HIT121 |
| HIT102 | Medical Claims Methodology++ | 4 | HIT101 |
| ITD122 | Computer Applications for Professionals^ | <u>3</u> | ITD100 or Proficiency |
| | | 12 | |
| | TOTAL CREDITS | 21 | |

^Based upon SSC placement score

^^To promote student success, this course should be taken in the first semester.

++ Minimum grade of C required