



DEGREE CODES:

- AAS 393
- AC (MC) 394
- BC (MB) 395

PATHWAY: Health Information Management (HIM)

Visit your College Advisor, ccc.edu, or your college's Transfer Center for more information.

This is an **example course sequence** for students interested in earning a degree in Health Information Management. It does not represent a contract, nor does it guarantee course availability. If this pathway is followed as outlined, you will earn a Basic Certificate (BC) in Medical Billing, an Advanced Certificate (AC) in Medical Coding and an Associate in Applied Science (AAS) Degree in Health Information Management.

The Health Information Management (HIM) program prepares students with the knowledge, skills, and abilities to organize and manage health information data in both paper and electronic systems. Students will acquire knowledge and develop application skills for a variety of classification systems to code for reimbursement, databases and registries, and the maintenance of patients' medical and treatment histories. Program graduates will be eligible to earn the following: a basic certificate in billing, an advanced certificate in coding and/or an AAS degree in Health Information Management. Completion of this program leads to roles in data collection, data abstraction, enhanced coding and monitoring, maintenance and reporting activities. The Basic Certificate will prepare students to obtain entry level positions as medical billers in hospitals, physician private practices, as well as insurance companies. The Advanced Certificate in medical coding equips students for roles as medical coders in hospitals, physician private practices, as well as insurance companies. The AAS will prepare students for advanced biller/coder roles as well as for entry level roles in the information systems department of healthcare systems and insurance companies.

Revisions to these programs will be effective Spring 2016.

Prospective students must apply for admission into the Health Information Management program

PROGRAM ADMISSION REQUIREMENTS

To be considered for admission to the Health Information Management Program of Study, a student must:

- Have at least a GPA of 2.0
- Have an interview with the Health Information Management (HIM) Director or Department Chairperson
- English 101 eligibility
- Students must attend a Healthcare orientation prior to the start of the semester
- Completion of Biology 120 with a grade of "C" or better
- Students who meet the admission requirements above will be required to receive approval from the Director or Department Chairperson of HIM
- Background Check

BACKGROUND CHECK

Students entering most healthcare professions programs will be required to present documentation of health history and vaccination status, to undergo annual tuberculosis screening, to submit to a background check, to submit to initial and random drug screening, and to undergo finger printing prior to licensing with the state of Illinois. Students should consult with a College Advisor if any of these requirements are a concern.

Choose your courses with your College Advisor.

Communications and mathematics pre-degree requirements. Placements based on COMPASS, ACT or department chair recommendation.

College-level courses that can be taken while in pre-degree courses.

ENGLISH PLACEMENT	READING PLACEMENT	MATHEMATICS PLACEMENT	ELECTIVE COURSES
<input type="checkbox"/> ESL/FS Writing	<input type="checkbox"/> ESL/FS Reading	<input type="checkbox"/> FS Mathematics I	<input type="checkbox"/> College Success
<input type="checkbox"/> ESL/English 98	<input type="checkbox"/> ESL/Reading 99	<input type="checkbox"/> FS Mathematics II	<input type="checkbox"/> Computer Information Systems 145
<input type="checkbox"/> ESL 99	<input type="checkbox"/> ESL Reading 100	<input type="checkbox"/> Mathematics 98	<input type="checkbox"/> Mathematics 109
<input type="checkbox"/> ESL/English 100	<input type="checkbox"/> Reading 125	<input type="checkbox"/> Mathematics 99	

SEMESTER-BY-SEMESTER PROGRAM PLAN FOR FULL-TIME STUDENTS

All plans can be modified to fit the needs of part-time students by adding more semesters.

D	AC	BC	SEMESTER 1	CATEGORY	ACHIEVEMENTS & NEXT ACTIONS
•	•	•	Biology 120—Terminology for Medical Careers (3)	Program Prerequisite	DO THIS —Meet with advisor to review portfolio and discuss BC, AC, AAS and four-year transfer options
•	•	•	Computer Information Systems 120—Introduction to Microcomputers (3)	Required Program Core	
•	•	•	English 101—Composition I (3)	Communications	
•	•	•	Health Professions 102—Health Career Studies (3)	Required Program Core	
12 CREDIT HOURS					
D	AC	BC	SEMESTER 2	CATEGORY	ACHIEVEMENTS & NEXT ACTIONS
•	•	•	Biology 116—Anatomy and Physiology (4)	Required Program Core	COMPLETION of Basic Certificate in Medical Billing Certification in CPR ELIGIBLE to take certified medical billing specialist certification exam DO THIS —Register for the certified medical billing specialist certification exam DO THIS —Meet with Career Planning and Placement Advisor DO THIS —Prepare Biography and Resume DO THIS —Meet with advisor to review portfolio and discuss AC, AAS and four-year transfer options
•	•	•	Computer Information Systems 145—Introduction to Database on Microcomputers (3)	Required Program Core	
•	•	•	Health 107—Pharmacology (4)	Required Program Core	
•	•	•	Health Information Management 101—Introduction to Health Information Management (3)	Required Program Core	
•	•	•	Health Information Management 102—Medical Billing (2)	Required Program Core	
16 CREDIT HOURS					

CITY COLLEGES OF CHICAGO 2015–16 ACADEMIC CATALOG

HEALTHCARE

D	AC	BC	SEMESTER 3	CATEGORY	ACHIEVEMENTS & NEXT ACTIONS
•	•	•	Health 102–Medical Law and Ethics (3)	<i>Required Program Core</i>	
•	•	•	Health Information Management 103–Basic Coding ICD9/ICD10 (3)	<i>Required Program Core</i>	
•	•	•	Health Information Management 104–Basic Coding CPT-4 (3)	<i>Required Program Core</i>	
•	•	•	Health Information Management 201–Clinical Pathophysiology (3)	<i>Required Program Core</i>	
•	•	•	Health Information Management 202–Advanced Coding ICD9/10 and CPT-4 (3)	<i>Required Program Core</i>	

15 CREDIT HOURS

D	AC	BC	SEMESTER 4	CATEGORY	ACHIEVEMENTS & NEXT ACTIONS
•	•	•	Health Information Management 204–Health Care Statistics (3)	<i>Required Program Core</i>	COMPLETION of Advanced Certificate in Medical Coding Eligible to take certified medical coder certification exam DO THIS –Register for the certified medical coder certification exam DO THIS –Meet with Career Planning and Placement Advisor DO THIS –Update biography and résumé DO THIS –Meet with advisor to review portfolio and apply to the AAS, HIM program and four-year transfer options
•	•	•	Health Information Management 205–Health Information Management Seminar I (1)	<i>Required Program Core</i>	

4 CREDIT HOURS

D	AC	BC	SEMESTER 5	CATEGORY	ACHIEVEMENTS & NEXT ACTIONS
•	•	•	Health Information Management 203–Reimbursement Methodologies (3)	<i>Required Program Core</i>	COMPLETION of Associate in Applied Science in Health Information Management
•	•	•	Health Information Management 206–Health Information Management Seminar II (1)	<i>Required Program Core</i>	
•	•	•	Health Information Management 207–Health Information Management Practicum (1)	<i>Required Program Core</i>	
•	•	•	Mathematics 109–Concepts in Mathematics (3)	<i>Mathematics/Science</i>	
•	•	•	Psychology 201–General Psychology (3)	<i>Social & Behavioral Sciences</i>	
•	•	•	Speech 101–Fundamentals of Speech Communication (3)	<i>Communications</i>	

14 CREDIT HOURS

DEGREE MINIMUM: 61 CREDIT HOURS // PATHWAY TOTAL: 61 CREDIT HOURS

D = DEGREE // AC = ADVANCED CERTIFICATE // BC = BASIC CERTIFICATE

Programs offered at:

