

PROGRAM PLANNING FORM 2021-2022

PROGRAM NAME: Medical Coding & Scribing
Credits Required for Graduation: Diploma - 41 credits

Student: _____
Date: _____
Revised: 3/10/2021

COURSE # COURSE TITLE

Credits # (Lec/Lab) Semester Grade

Fall Semester

FALL SEMESTER

ALHE 1600	Medical Terminology	2 cr 2/0	_____	_____
BIOL 1201	Integrated Anatomy & Physiology	4 cr 4/0	_____	_____
BUS 1110	Keyboarding 1	2 cr 1/1	_____	_____
CAPP 1510	Computer Applications	1 cr 0/1	_____	_____
HINS 1120	Introduction to Health Privacy and Security	1 cr 1/0	_____	_____
HINS 1152	Medical Insurance and Billing	2 cr 0/0	_____	_____
HINS 1154	Introduction to Health Data Analysis	3 cr 0/0	_____	_____
HINS 1164	Medical Office Procedures	2 cr 2/0	_____	_____

Spring Semester

SPRING SEMESTER

BUS 1105	Business English	3 cr 3/0	_____	_____
HINS 1144	Pharmacology for Healthcare Admin	1 cr 1/0	_____	_____
HINS 1150	Introduction to Diagnosis & Procedure Coding	3 cr 3/0	_____	_____
HINS 2144	Legal Aspects of Healthcare	2 cr 2/0	_____	_____
HINS 2148	Healthcare Management and Organization	3 cr 3/0	_____	_____
HINS 2172	Reimbursement Methodology	2 cr 2/0	_____	_____
HINS 1615	Document Fundamentals of Editing and Scribing	3 cr 2/1	_____	_____

Summer Semester

SUMMER SEMESTER

HINS 2140	Advanced Medical Coding	4 cr 4/0	_____	_____
SPCH 1040	Introduction to Communication	3 cr 3/0	_____	_____

· All course work has to be completed within 5 years. The exception is that there is no shelf-life on SPCH 1040.

· Must earn a C or better in all course work.

· BIOL 1201 can be substituted with BIOL 1270 or BIOL 1280 with grades of C or better and must have been completed within 5 years.