

The Associate in Science (A.S.) in Health Information Technology degree improves the health care delivery system through educating and training students to become knowledgeable about the management of health records, information systems, health policies, advanced classification systems, budgeting and analysis, data security and privacy management. Health care is the largest industry in the U.S. and there is enormous demand for skilled health information technology professionals to ensure that health information data maintains its quality, accuracy, accessibility, and security in health care delivery systems. There's a high demand for registered health information technician jobs including medical insurance billers and coders, release of information coordinators, data analysts, patient information coordinators and health record technicians. In addition to ensuring that health records are accurate and complete, registered health information technicians must maintain all health records according to federal, state, and local laws.

Students will gain a strong knowledge and understanding of the technical aspects of compiling inputting, and managing health information, data concepts, health systems and project management according to state and federal regulations. This program is available online.

Beginning in Summer 2022, students will enter the prerequisite phase of the program (conditional offer) until they complete all admissions requirements.

Please note that admission to the professional-level Health Information Technology courses/program is highly competitive.

## **Program Requirements**

### Prerequisites

The following courses must be completed with a grade of C or better before the application deadline.

- BSC 2085C - Human Anatomy and Physiology I 4
- CGS 1100C - Microcomputer Applications for Business and Economics 3
- ENC 1101 - English Composition I 3
  - or ENC 1101C - English Composition I Enhanced 4

- or ENC 1102 - Writing About Texts 3
- MAC 1105 - College Algebra 3
  - or higher-level MAC prefix course
  - or STA 2023 - Elementary Statistics 3

## General Education Requirements

Students may complete the following courses with a grade of C or better before the application deadline for the professional level Health Information Technology program to receive additional points on the application review.

- BSC 2086C - Human Anatomy and Physiology II 4
- HSC1531 – Medical Terminology (for Health Professions) 3
- Humanities Credit Hours: 3
  - Refer to General Education Requirements

Please review this checklist. If you answer yes to every applicable item and have submitted transcripts to support your course completions, you could be ready for review and ranking for consideration for admittance to the professional phase of the Health Information Technology program.

## CHECKLIST

- Submit official non-FSCJ transcripts to the College before the published application deadline for the term you wish to begin.
- Submit official A.P., I.B., AICE, CLEP and/or DSST score reports to the College before the published application deadline for the term you wish to begin (A.P. – Advanced Placement, I.B. – International Baccalaureate, AICE – University of Cambridge)
- Complete the following courses with a grade of "C" or better by the published program deadline for the term you wish to begin. A GPA of 2.0 must be maintained.
  - BSC 2085C - Human Anatomy and Physiology I 4

- CGS 1100C - Microcomputer Applications for Business and Economics 3
- ENC 1101 - English Composition I 3
  - or ENC 1101C - English Composition I Enhanced 4
  - or ENC 1102 - Writing About Texts 3
- MAC 1105 - College Algebra 3
  - or higher-level MAC prefix course
  - or STA 2023 - Elementary Statistics 3
- Complete the following courses with a grade of C or better before the application deadline for the professional level Health Information Technology program to receive additional points on the application review.
  - BSC 2086C - Human Anatomy and Physiology II 4
  - HSC1531 – Medical Terminology (for Health Professions) 3
  - Humanities Credit Hours: 3
    - Refer to General Education Requirements
- Submit any additional documents to support your application to the HCIC at [HCIC@FSCJ.edu](mailto:HCIC@FSCJ.edu) by the application deadline.
  - Work Verification letters should include the following
    - Typed on company letterhead
    - Dates of employment
    - Health related duties
    - Number of hours worked per week
  - Complete and submit personal essay
  - Emails containing supporting documents should be sent to the [HCIC@FSCJ.edu](mailto:HCIC@FSCJ.edu) email address and contain the following
    - Program of study, term, and application attachment in the subject line
    - Student name and ID number in the body of the message
    - Documents included as attachments

If you answered no to any of the above checklist items, please meet with an academic advisor to discuss your education plan and next steps.

## COMPETITIVE REVIEW PROCESS

Students are ready for review by the admissions committee upon completion of all checklist requirements. The committee uses the Associate in Science in Health

Information Technology Ranking Criteria below to review and rank candidates for admittance consideration. Please note that the admission process is highly competitive.

Grade Point Average: Applicants must earn a grade of C or better in each prerequisite course and have an overall minimum prerequisite GPA of 2.0. Completion of General Education coursework will allow applicants to achieve additional points.

Health Information Technology Ranking Rubric			Max Points
<b>Overall Cumulative GPA (minimum requirement 2.0)</b>			20
Overall GPA	Points		
2.0-2.49	1		
2.5-2.99	7		
3.0-3.49	13		
3.5-4.0	20		
<b>A grade of C or better in all required HIT prerequisite courses</b>			65
Course Grade	Points		
A	5 per Credit Hour		
B	3 per Credit Hour		
C	1 per Credit Hour		
<b>Required Prerequisite Courses:</b>			
Course Title	Course Code	Credit Hours	
Human Anatomy & Physiology I	BSC 2085C	4	
English Composition I	ENC 1101	3	
College Algebra	MAC 1105	3	
Microcomputer Applications for Business and Economics	CGS 1100	3	
<b>Bonus Points</b>			
Additional General Education Courses A=5pts B=3pts C=1pts			15
<b>General Education Courses: <i>Not required prerequisites</i></b>			
Course Title	Course Code		
Human Anatomy & Physiology II	BSC 2086C		
Medical Terminology	HSC 1531		
Humanities Elective	General Education Requirements		
<b>Health Related Work Experience</b>			6
Hours	Points		
12 months	2		
24 months	4		
>24 months	6		
<b>Volunteer Experience</b>			2
Points	(> 8 Hours)		
<b>Written Essay</b>			10
Points	A typed one-page essay on why the student wishes to enter the Health Information Technology A.S. Program. The essay should comment on elementary understanding of health information technology.		
<b>Total Possible Points</b>			<b>118</b>