JOLIET JUNIOR COLLEGE

2016-2017 Degree Completion Guide
Health Information Technology AAS - CO525
4/8/2016   ICCB Approved Total Program Hours: **71** Semester Hours

The following suggested schedule is based on full-time enrollment. Students planning to transfer to a senior
institution should check with that institution for specific transfer requirements.

Courses that are approved for the AA/AS degrees are **bolded.**

Mode of Delivery:
T = Traditional classroom
W = Online
Q = Blended

Program Prerequisites: Health Information Management Technology students must achieve a "C" or better in all required courses before they are eligible for graduation.

First Semester

Course	Title	Credit Hours	Mode of Delivery	Pre Requisites	Term(s) Offered	Notes
BIO 100	Medical Terminology	3		Satisfactory placement test score; or ENG 021 and ENG 099; or ENG 096; or ENG 101; and MATH 090; minimum grade C in all of above.	FL, SP, SM	
BIO 125	Human Biology	4		Satisfactory placement test scores; or ENG 021 and ENG 099; or ENG 096; or ENG 101; and MATH 090; minimum grade C in all of above.	FL, SP, SM	Any student who is pregnant or may become pregnant during the course of the semester is strongly advised to consult their doctor before enrolling in this course.
CIS 122	**Computer Information Systems F**	**4**	**T, W, Q**		**FL, SP, SM**	
ENG 101	Rhetoric	3			FL, SP, SM	
HIM 101	Health Information Management I	3	T, Q		FL, SP, SM	
	Total Semester Hours:	17				

Second Semester

Course	Title	Credit Hours	Mode of Delivery	Pre Requisites	Term(s) Offered	Notes
BLAW 120	Legal Aspects of Health Information Mgmt	3		HIM 101	FL, SP, SM	
HIM 110	Basic ICD Coding	4	T, Q	BIO 100, and BIO 125, or BIO 250 and BIO 251, or BIO 151 with grades of C or better.	FL, SP, SM	HIM 115 may be concurrent
HIM 115	Principles of Disease	3	T, W	BIO 100 and BIO 125 with grades of C or better.	FL, SP, SM	Concurrent enrollment in HIM 110 and HIM 111 is optional.
OFS 200	Data Mgmt for Health Professions	4	T, W	CIS 122	FL, SP, SM	
HIM 125	Current Health Care Comparative Applications	3		HIM 101	FL, SP, SM	
	Total Semester Hours:	17				

Summer Semester

Course	Title	Credit Hours	Mode of Delivery	Pre Requisites	Term(s) Offered	Notes
HIM 111	Basic CPT Coding	3	Q	BIO 100, BIO 125, HIM 115	FL, SP, SM	HIM 115 may be concurrent
SPCH 101	Principles of Speech Communication	3		Placement into ENG 101 or minimum grade "C" in one of the following: ENG 021 and ENG 099; or the EAP course sequence ENG 079 and ENG 089; or ENG 096.	FL, SP, SM	
GEN ED.	1 course from Group IV: MATH/SCIENCE	3				
	Total Semester Hours:	9				

Third Semester

Course	Title	Credit Hours	Mode of Delivery	Pre Requisites	Term(s) Offered	Notes
HIM 102	Health Information Management II	3	T	HIM 101, CIS 122, OFS 200	FL, SP, SM	
HIM 210	Clinical Classification Systems	3	Q	HIM 110, HIM 111, HIM 215	FL, SP, SM	HIM 215 may be concurrent
HIM 215	Health Care Reimbursement	3	T	HIM 110, HIM 111	FL, SP, SM	
HIM 230	Professional Practice I	3	T	Consent of HIM Coordinator	FL	
HIM 120	Statistical Tools for Health Information Technicians	3	T	HIM 101	FL, SP	Knowledge of basis addition, subtraction, multiplication and division facts are assumed.
	Total Semester Hours:	15				

Fourth Semester

Course	Title	Credit Hours	Mode of Delivery	Pre Requisites	Term(s) Offered	Notes
PSYCH 101	General Psychology	3				
HIM 220	Quality Management in Health Care	3	T	HIM 101, HIM 102, CIS 122, OFS 214	FL, SP, SM	
HIM 222	Computers in Healthcare	4	T	HIM 102, HIM 125, HIM 210, CIS 122, OFS 200	FL, SP, SM	
HIM 235	Professional Practice II	3	T	Consent of HIM Coordinator	SP	
	Total Semester Hours:	13				

Graduation Requirements
To be awarded an Associate degree at Joliet Junior College, each student must meet the following requirements:
1. Satisfy all admission requirements.
2. Complete the courses required to earn the chosen degree. If the student is a transfer student with coursework taken elsewhere, he/she must complete a minimum of 60 credit hours of which the last 15 credit hours applicable to the degree are earned at Joliet Junior College. If the student has not taken the last 15 hours at JJC, then a total of 30 credit hours applicable to the degree must be earned at Joliet Junior college. Proficiency test, CLEP and Advanced Placement do not meet this requirement.
3. Earn a cumulative grade point average of at least 2.0.
4. Discharge all financial obligations to the college; have no restrictions.
5. File an application for graduation (An application should be filed at the time of registration for student's anticipated last semester).
6. Have on file in the Graduation office by the graduation filing date all transcripts from other colleges/universities that are to be evaluated for credit, to be applied toward a degree. A delay in the process may result in a later graduation date.

For more information
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815-280-2673

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