

# Medical Coding/Billing Specialist Short-Term Certificate

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The courses in this program of study may not be offered every semester. It is important to consult with your advisor to determine course schedules to stay on track to graduate.

**Program:** Office Administration

**Type:** Short-Term Certificate

## Area V - Professional, Major and Elective Courses

Item #	Title	hours
BIO 120	Medical Terminology	3
BIO 206	Human Anatomy	4
HIT 134	HIT Legal and Ethical Issues	3
HIT 230	Medical Coding Systems I	3
HIT 231	Medical Coding Skills Laboratory	1
HIT 232	Medical Coding Systems II	3
HIT 233	Medical Coding Skills Laboratory	1
OAD 101	Beginning Keyboarding	3
OAD 215	Health Information Management	3
OAD 216	Advanced Health Information Management	3
ORI 101	Orientation to College	1
	Sub-Total Credits	28
	<b>Total credits:</b>	<b>28</b>