**Medical Information Technology – Medical Coding**

**Certificate**

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**Program Coordinator: Tammie Disco Boggs E-mail:** **tammie.disco@kctcs.edu** **Phone: 859-246-6654**

**Program Website:** [**https://bluegrass.kctcs.edu/education-training/program-finder/medical-information-technology.aspx**](https://bluegrass.kctcs.edu/education-training/program-finder/medical-information-technology.aspx)

**Student Name: Student ID:**

***Students must meet college readiness benchmarks as identified by the Council on Postsecondary Education or remedy the identified skill deficiencies.***

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| **First Semester** | **Credit****Hours** | **Term** | **Grade** | **Prerequisites or Corequisites** | **Notes** |
| MIT 103 Medical Office Terminology OR AHS 115 Medical Terminology OR CLA 131 Medical Terminology from Greek to Latin | 3 |  |  |  | MIT 103 is the preferred course. |
| MIT 104 Medical Insurance | 3 |  |  | Prereq or Coreq: MIT 103 |  |
| MID 204 Medical Coding | 3 |  |  | Prereq or Coreq: MIT 104 & BIO 135 |  |
| BIO 135 Basic Anatomy and Physiology with Laboratory OR Both BIO 137 and BIO 139 | 4 |  |  | See Note below. |  |
| **Total Semester Credit Hours** | **13** |  |  |  |

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| **Second Semester** | **Cr. Hrs.** | **Term** | **Grade** | **Prerequisites or Corequisites** | **Notes** |
| OST 110 Document Formatting and Introduction to Word Processing OR Course Approved by Program Coordinator | 3 |  |  | Prereq: RDG 020 and Must key at least 26 wpm |  |
| MIT 205 Advanced Medical Coding | 3 |  |  | MIT 204 |  |
| Course Approved by Program Coordinator | 3 |  |  | Prereq: MIT 217 |  |
| **Total Semester Credit Hours** | **9** |  |  |  |
| **Total Certificate Credit Hours** | **22**  |  |  |  |

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| * **25% or more of Total Certificate Credit Hours must be earned at BCTC**
* **Grade of C or higher in each course required for the certificate**
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**Graduation Requirements:**

**Advisor Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Advisor Contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Additional Information** |
| MIT Medical Coding is available completely online.The prerequisite for BIO 135 is minimum ACT Composite score 16 (or KCTCS determined equivalency); OR completion with “C” or better of any college biology or chemistry course; OR ACT of 13-15 with corequisite OR supplemental instruction; OR consent of instructor.Courses approved by Program Coordinator suggestions – any MIT course, BAS course, OST course, ACC course, CIT course, or AHS course.  |