**Medical Information Technology – Medical Coding**

**Certificate**

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**EFFECTIVE FALL 2019**

**Program Coordinator: Tammie Disco Boggs E-mail:** [**tammie.disco@kctcs.edu**](mailto: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** |

**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.  Non-General Education courses older than 5 years will not be accepted without the consent of the Medical Information Technology program coordinator.  Suggested courses approved by Program Coordinator include any MIT course, BAS course, OST course, ACC course, CIT course, or AHS course. |