Medical Information Technology – Medical Scribe Certificate

EFFECTIVE FALL 2019

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

Student Name: **Student ID:**

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

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.
BIO 135 Basic Anatomy and Physiology with Laboratory OR Both BIO 137 and BIO 139	4				
OST 105 Introduction to Information Systems OR CIT 105 Introduction to Computers	3			Prereq: RDG 020 OR consent of instructor	
OST 110 Word Processing Applications	3			Prereq: RDG 020 and Must key at least 26 wpm	
Total Semester Credit Hours	**13**				

Second Semester	Cr. Hrs.	Term	Grade	Prerequisites or Corequisites	Notes
MIT 106 Medical Transcription	3			Prereq: OST 105 or CIT 105, ENG 101, MIT 103	Spring only
MIT 217 Medical Office Procedures	3			Prereq or Coreq: OST 110 or CIT 105 or OST 105	
MIT 228 Electronic Medical Records	3			Prereq: MIT 217	
MIT 230 Medical Information Management	3			Prereq or Coreq: OST 105 or CIT 105	
ENG 101 Writing I	3				
Total Semester Credit Hours	**15**				
Total Certificate Credit Hours	**28**				

Graduation Requirements:

- ☐ **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**

Advisor Name _____ **Advisor Contact** _____

Additional Information
MIT Medical Scribe is available completely online. Non-General Education courses older than 5 years will not be accepted without the consent of the Medical Information Technology program coordinator. 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.

Reviewed by: Tammie Disco Review Date: 5-29-19