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| JJC Logo Primary_black.jpg | **2020-2021 Completion Guide**  **Medical Coding Specialist, Certificate of Achievement, CO520**  **ICCB Approved Total Program Hours: 30 hrs.** |
| Date: 2/5/20 | *The following schedule is based on full-time enrollment. Students planning to transfer to a senior institution should check with that institution for specific transfer requirements.* |

**T= Traditional H = Hybrid W = Web**

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| **First Semester** | | | | | | |
| Course | Title | Credit Hours | Mode of Delivery | Prerequisites | Terms offered | Notes |
| BIO 100 | Medical Terminology | 3 | T, W | Placement testing into ENG 101, or minimum grade of “C” in one of the following: ENG 021 and ENG 099, ENG 022 or ENG 099, or the EAP course sequence ENG 079 and ENG 089, or ENG 096.  Placement testing into MATH 094 or minimum grade of “C” in MATH 090. | FL, SP, SM |  |
| BIO 125 | Human Biology | 4 | T, H | Placement testing into ENG 101, or minimum grade of “C” in one of the following: ENG 021 and ENG 099, ENG 022 or ENG 099, or the EAP course sequence ENG 079 and ENG 089, or ENG 096.  Placement testing into MATH 094 or minimum grade of “C” in MATH 090 | FL, SP, SM |  |
| \*HIM 101 | Health Information Management 1 | 4 | T, H |  | FL, SP |  |
|  | Total Semester Hours | 11 |  |  |  |  |

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| **Second Semester** | | | | | | |
| Course | Title | Credit Hours | Mode of Delivery | Prerequisites | Terms offered | Notes |
| HIM 110 | Basic ICD Coding | 4 | T, H | Take BIO 100 and one of the following prerequisites: BIO 125; or BIO 151; or BIO 250 and BIO 251. Minimum grade of “C” and take HIM 115 which may be taken concurrently. | SP, SM |  |
| HIM 111 | Basic CPT Coding | 3 | H | Take BIO 100 and one of the following prerequisites: BIO 125; or BIO 151; or BIO 250 and BIO 251. Minimum grade of “C” and take HIM 115 which may be taken concurrently. | SP, SM |  |
| HIM 115 | Principles of Disease | 3 | W | Take BIO 100 and one of the following prerequisites: BIO 125; or BIO 151; or BIO 250 and BIO 251. Minimum grade of “C”. Concurrent Enrollment in HIM 110 and HIM 111 is optional. | SP, SM |  |
| HIM 125 | Current Healthcare Comparative Applications | 3 | H | HIM 101 | FL, SP |  |
|  | Total Semester Hours | 13 |  |  |  |  |

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| **Third Semester** | | | | | | |
| Course | Title | Credit Hours | Mode of Delivery | Prerequisites | Terms offered | Notes |
| HIM 210 | Clinical Classification Systems | 3 | H | HIM 110, HIM 111 and HIM 215 which may be taken concurrently. | FL, SM |  |
| HIM 215 | Healthcare Reimbursement | 3 | T, H | HIM 110 and HIM 111. | FL, SM |  |
|  | Total Semester Hours | 6 |  |  |  |  |

**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 given degree. If the student is a transfer student with coursework taken elsewhere, he/she must complete a minimum of 15 credit hours applicable to the degree at JJC. Proficiency test, CLEP and Advanced Placement does 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 the student’s anticipated last semester.)

6. Have all official transcripts from other colleges/universities on file in the Graduation Office by the graduation filing date for evaluation of credit. A delay in the process may result in a later graduation date.

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| For more information: | **Department Chairperson** | **Program Coordinator** | **Program Advisor** |
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