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<tr><td rowspan="3">JOLIET JUNIOR COLLEGE 1901</td><td colspan="6">2023-2024 Completion Guide
Medical Coding Specialist, Certificate of Achievement, CO520
ICCB Approved Total Program Hours: 30 hrs.</td></tr>
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JOLIET JUNIOR COLLEGE 1901	**2023-2024 Completion Guide** **Medical Coding Specialist, Certificate of Achievement, CO520** **ICCB Approved Total Program Hours: 30 hrs.**
Date: 9/20/2022	*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.*
Program Prerequisites	***Students must achieve a C or better in all required courses before they are eligible for graduation.***

T= Traditional   H = Hybrid   W = Web

First Semester

Course	Title	Credit Hours	Mode of Delivery	Prerequisites	Terms offered	Notes
BIO 100	Medical Terminology	3	T, W	Appropriate placement score or minimum grade "C" in one of the following: ENG 021 and 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	Appropriate placement score or minimum grade "C" in one of the following: ENG 021 and 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	H		FL, SP	
	Total Semester Hours	11				

Second Semester

Course	Title	Credit Hours	Mode of Delivery	Prerequisites	Terms offered	Notes
HIM 110	Basic ICD Coding	4	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 with a minimum grade of "C"	FL, SP	
	Total Semester Hours	13				

Third Semester

Course	Title	Credit Hours	Mode of Delivery	Prerequisites	Terms offered	Notes
HIM 210	Clinical Classification Systems	3	H	HIM 110 and HIM 111 with a minimum grade of "C" and take HIM 215 which may be taken concurrently.	FL	
HIM 215	Healthcare Reimbursement	3	T, H	HIM 110 and HIM 111 with a minimum grade of "C".	FL	
	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 admissions 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 60 credit hours of which 15 credit hours applicable to the degree are earned 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 and 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 college/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.

To be awarded a Certificate of Achievement or Certificate of Completion at JJC, each student must meet the following requirements:
1. Satisfy all admission requirements.
2. Complete the courses required to earn the chosen certificate. Complete a minimum of 4-29 credit hours (Certificate of Completion) or 30-50 credit hours (Certificate of Achievement). If the student is a transfer student with coursework taken elsewhere, he/she must complete a minimum of 25% of the total required credit hours applicable to the certificate at JJC. Proficiency test, CLEP, and Advanced Placement do not meet this requirement.
3. Earn a cumulative grade point average of at least 2.0 in the area of concentration.
4. Discharge all financial obligations to the college and 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 college/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.

For more information:	**Department Chairperson**	**Program Coordinator**	**Program Advisor**
	Name: Audrey Finkel	Name: Debra Gaskin	Name: Debra Gaskin
	E-mail: afinkel@jjc.edu	E-mail: dgaskin@jjc.edu	E-mail: dgaskin@jjc.edu
	Phone: (815)280-6741	Phone: (815)280-2625	Phone: (815)280-2625