



**BUSINESS STUDIES**  
**MEDICAL INFORMATION TECHNOLOGY**  
**Electronic Health Records Specialist**  
**Certificate**

Academic Plan Code

5107163069

First Semester		
Course No.	Course Title	Credit Hours
MIT 103	Medical Office Terminology OR	3
AHS 115	Medical Terminology OR	(3)
CLA 131	Medical Terminology from Greek and Latin	(3)
CIT 105	Introduction to Computers OR	3
OST 105	Introduction to Information Systems	(3)
MIT 104	Medical Insurance	3
OST 110	Document Formatting and Word Processing	3
<b>Subtotal</b>		<b>12</b>
Second Semester		
Course No.	Course Title	Credit Hours
CIT 130	Productivity Software OR	3
OST 240	Software Integration	(3)
MIT 217	Medical Office Procedures	3
MIT 224	Medical Practice Management	3
MIT 230	Medical Information Management	3
<b>Subtotal</b>		<b>12</b>

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<b>Third Semester</b>		
Course No.	Course Title	Credit Hours
MIT 228	Electronic Medical Records	3
	Course Approved by Program Coordinator	1-3
<b>Subtotal</b>		<b>4-6</b>
<b>Total</b>		<b>28-30</b>
<b>Program Coordinator Notes:</b>		
Progression in the Medical Information Technology program is contingent upon achievement of a grade of "C" or better in each course and maintenance of a 2.0 cumulative grade point average or better (on a 4.0 scale).		