

**BUSINESS STUDIES
MEDICAL INFORMATION TECHNOLOGY
Medical Coding
Certificate**

Academic Plan Code **5107163079**

Academic Subplan Code

Contact Information: JoAnn Knapp				
joann.knapp@kctcs.edu		270-534-3381		
Student Name	Student ID#			
Course	Hours	Grade	Semester	
Required Courses:				
MIT 103 Medical Office Terminology OR	3			
AHS 115 Medical Terminology OR	(3)			
CLA 131 Medical Terminology from Greek & Latin	(3)			
OST 110 Document Formatting and Word Processing	3			
BIO 135 Basic Anatomy & Physiology with Lab*	4			
MIT 104 Medical Insurance	3			
MIT 204 Medical Coding	3			
MIT 205 Advanced Medical Coding	3			
Course Approved by the Program Coordinator	3			
Total Credits	22			
Revised Date:				9/25/2015

*Students may fulfill the Biology requirement with both BIO 137 AND BIO 139

WKCTC is an equal opportunity employer and educational institution.

KENTUCKY COMMUNITY & TECHNICAL COLLEGE SYSTEM

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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 & Latin	(3)
OST 110	Document Formatting and Word Processing	3
BIO 135	Basic Anatomy & Physiology with Lab*	4
MIT 104	Medical Insurance	3
Subtotal		13
Second Semester		
Course No.	Course Title	Credit Hours
MIT 204	Medical Coding	3
Subtotal		3
Third Semester		
Course No.	Course Title	Credit Hours
MIT 205	Advanced Medical Coding	3
	Course Approved by the Program Coordinator	3
Subtotal		6
Total		22
*Students may fulfill the Biology requirement with both BIO 137 AND BIO 139		
Program Coordinator Notes:		
Progression in the Medical Information Technology program is contingent upon achievement of a grade "C" or better in each course and maintenance of a 2.0 cumulative grade point average or better (on a 4.0 scale).		