

MEDICAL INFORMATION TECHNOLOGY

Associate in Applied Science

Medical Transcription Track

Academic Plan Code

5107167019

Academic Subplan Code

510716708

Contact Information: Jo Ann Knapp			
JoAnn.Knapp@kctcs.edu		270-534-3381	
Student Name		Student ID#	
Course	Hours	Grade	Semester
General Education:			
ENG 101 Writing I	3		
MAT 105 Business Math OR	3		
A Higher Level Mathematics Course	(3)		
BIO 135 Basic Anatomy and Physiology with Laboratory*	4		
Social/Behavioral Sciences	3		
Heritage/Humanities	3		
Subtotal	16		
Technical Core:			
CIT 105 Introduction to Computers OR	3		
OST 105 Introduction to Information Systems	(3)		
MIT 103 Medical Office Terminology OR	3		
AHS 115 Medical Terminology OR	(3)		
CLA 131 Medical Terminology from Greek and Latin	(3)		
CIT 130 Productivity Software OR	3		
OST 240 Advanced Software Integration	(3)		
MIT 104 Medical Insurance	3		
OST 110 Word Processing Applications	3		
MIT 230 Medical Information Management	3		
MIT 217 Medical Office Procedures	3		
MIT 224 Medical Practice Management	3		
MIT 228 Electronic Medical Records	3		
MIT 250 Legal Issues in Medical Information Management	3		
MIT 295 Medical Information Technology Capstone	3		
Subtotal	33		
Technical and General Education Subtotal		49	
*Students may fulfill the Biology requirement with both BIO 137 AND BIO 139			
Revised Date:		3/8/2021	

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KENTUCKY COMMUNITY & TECHNICAL COLLEGE SYSTEM



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Medical Transcription Track			
MIT 106 Introduction to Medical Transcription	3		
MIT 206 Medical Transcription	3		
OST 235 Business Communications Technology	3		
Course Approved by Program Coordinator**	3		
Course Approved by Program Coordinator**	3		
Subtotal	15		
Total	64		
*Students may fulfill the Biology requirement with both BIO 137 AND BIO 139			
**Course Approved by Program Coordinator suggestions: Any MIT course, BAS course, OST course, ACC/ACT course, CIT course, or AHS course.			

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Fall 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)
ENG 101	Writing 1	3
OST 110	Word Processing Applications	3
	Social/Behavioral Sciences	3
CIT 105	Introduction to Computers OR	3
OST 105	Introduction to Information Systems	(3)
MAT 105	Business Math OR	3
	A Higher Level Mathematics Course	(3)
Subtotal		18
Spring Semester		
Course No.	Course Title	Credit Hours
BIO 135	Basic Anatomy and Physiology w/Lab*	4
MIT 104	Medical Insurance	3
MIT 106	Introduction to Medical Transcription	3
MIT 230	Medical Information Management	3
CIT 130	Productivity Software OR	3
OST 240	Advance Software Integration	(3)
Subtotal		16

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Fall Semester		
Course No.	Course Title	Credit Hours
MIT 206	Medical Transcription	3
MIT 217	Medical Office Procedures	3
OST 235	Business Communications Technology	3
	Heritage/Humanities	3
	Course Approved by Program Coordinator**	3
Subtotal		15
Spring Semester		
Course No.	Course Title	Credit Hours
MIT 295	Medical Information Technology Capstone	3
MIT 228	Electronic Medical Records	3
MIT 250	Legal Issues in Medical Information Management	3
MIT 224	Medical Practice Management	3
	Course Approved by Program Coordinator**	3
Subtotal		15
	AAS Medical Transcription Track	64
*Students may fulfill the Biology requirement with both BIO 137 AND BIO 139		
**Course Approved by Program Coordinator suggestions: Any MIT course, BAS course, OST course, ACC/ACT course, CIT course, or AHS course.		
Program Coordinator Notes:		
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).		
BIO 137 is a pre-requisite to BIO 139 and may have to be taken in separate semesters.		