

Name: _____

ID: _____

Date: _____

Advisor Contact: _____

Major Requirements: 49 units

A grade of "C" or better is required in the following courses

Associate in Science (F.4621.AS)	C-ID	Units	Completed	In Progress	Planned
BIOL 5-Human Biology (may be substituted with BIOL 24, or BIOL 20 & 22/BIOL 21A & 21B)		4			
CIT 15-Computer Concepts		3			
HIT 1-Introduction to Health Information Management		3			
HIT 2-Legal Aspects of Health Information		3			
HIT 3-Quality Improvement		2			
HIT 4-Disease Process		3			
HIT 5-Introduction to Coding		3			
HIT 6-Coding and Reimbursement		3			
*HIT 7-Directed Practice		4			
HIT 8-Health Information Management & Supervision		3			
HIT 9-Hospital and Health Statistics		2			
HIT 10-Medical Terminology		3			
HIT 11-CPT Coding		3			
HIT 12-Health Information in Alternative Settings		2			
HIT 14-HIM Technology and Systems		3			
HIT 16, Healthcare Reimbursement		2			
MA 2-Pharmacology		3			

Notes:

The Health Information Technology (HIT) Program prepares students for a profession that combines healthcare with information technology. Health information technicians perform the essential functions of maintaining digital and traditional medical information in acute, long-term, and ambulatory healthcare settings. Job responsibilities may include coding, data collection, documentation analysis, quality improvement, access and release of information, or supervision.

The HIT Program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Successful completion of the Health Information Technology Program qualifies the graduate for an Associate in Science degree and eligibility to take the Registered Health Information Technician (RHIT) exam administered by the American Health Information Management Association (AHIMA).

Admission Policy:

- Students must have a high school diploma, or the equivalent (such as the California High School Proficiency Examination or GED), or, if not a high school graduate, students are at least 18 years of age.
- Submit an admissions application to Fresno City College, [Health Information Technology AS 17-18 - acc.docx](#)
- A grade of C or higher is required in all courses in the major. Successful completion of the HIT Program requires graduation with the Associate in Science Degree.
- A Background Check and Drug Screen MUST be completed prior to placement in a healthcare facility for HIT 7 Directed Practice.**
- In addition to the program requirements, the *Associate Degree* requires the completion of the General Associate Degree requirements with a 2.0 or better GPA for a total of **60 semester units minimum**.
- Some of the courses may have prerequisites. See the catalog or schedule of classes. See Fresno City College Catalog for the recommended sequence of courses, www.fresnocitycollege.edu / Courses & Programs.

Estimated expenses during the HIT Program are as follows:

1. California State Resident registration/health fees for classes. See current FCC schedule of classes
2. RHIT Examination (RHIT examination completed upon graduation)- \$229.00
3. AHIMA Student Membership- \$35.00
4. Textbooks- \$1700.00
5. Background Check- \$98.00

Estimated Total (FCC registration and health fees are **NOT** included)- \$2062.00

THE FUNCTIONS OF THE HEALTH INFORMATION TECHNICIAN INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING:

- Ensure the quality of medical records by verifying their completeness, accuracy, and proper entry into computer systems.
 - Code symptoms, diseases, operations, procedures and other therapies according to recognized classification systems.
 - Release health information (medicolegal, insurance and correspondence requests) in accordance with professional ethics and in conformity with institutional policy and legal provisions.
 - Maintain and utilize a variety of health information computer applications including electronic health records, release of information, data abstracting, chart deficiency, coding, chart locator, and registries.
 - Compile and utilize various types of administrative and health statistics, e.g., patient census, daily discharge analysis, monthly patient data reports and vital statistics.
 - Prepare health data input for computer processing, storage and retrieval.
 - Maintain specialized registries, such as cancer, trauma, and stroke.
 - Provide data to the health care facility staff in patient care evaluation, utilization review, planning, and research activities.
 - Supervise one or more health information service activities such as: record analysis, coding, release of information, record storage and imaging, data quality and reporting, transcription.
- Typically, individuals with a HIT degree work in a hospital Health Information Management Department but many work for physician groups, insurance companies, health departments, home health agencies, and long-term care facilities.
 - Successfully completing the program allows students to apply to take the national qualifying examination for certification as a Registered Health Information Technician (RHIT).
 - Where can I get further information?
 - Review the Allied Health webpage and attend or view an Allied Health Information Session. Call the Allied Health, Physical Education & Athletics Division for more information, 559-244-2604.
 - See an Allied Health Counselor by contacting the APA Division office, 559-244-2604.
 - Director of HIT program, (559) 244-2641.
 - Dictionary of occupational titles (D.O.T. 079.367-014)
 - Occupational Outlook Handbook (p. 212 in 1994-95 edition)
 - Additional Career Information
 - American Health Information Management Association 233 N. Michigan Ave., 21st Floor
Chicago, IL 60601-5800
(312) 233-1100
[American Health Information Management Website link](#)

○ Courses offering:

Courses offered only in the fall semester:
HIT 3 HIT 9 HIT 14 HIT 16
Courses offered only in the spring semester:
HIT 8 HIT 11 HIT 12
Courses offered in fall and spring semesters:
HIT 1 HIT 2 HIT 4 HIT 5 HIT 6 HIT 7 HIT 10 CIT 15 MA 2