

**HEALTH SERVICES MANAGEMENT
HEALTH SERVICES MANAGEMENT AAS DEGREE**

Advising Worksheet 2010-2011

Student _____
Student ID _____

Advisor _____
Bldg/Rm _____ Phone _____

Based on Placement Tests, pre-program course requirements may include one or more of the following:

AH115	Healthcare Career Success Strategies	CA121A	Keyboarding A
CIS101	Introduction to Microcomputer Applications	MTH060	Introductory Algebra
RD090	College Textbook Reading	WR115	Introduction to Composition

FIRST-YEAR COURSES

Course No.	Course Title	Cr Hrs	Term Generally Offered	Hours Earned	F	W	Sp	Su
Term 1								
BI171 or BI231	Intro to Human Anatomy & Physiology 1 or Human Anatomy and Physiology	3 (4)	F W F W Sp (Su as needed)					
HM101	Medical Law and Ethics	3	F W Sp Su					
HM110	Health Information Systems Procedures 1	4	F					
HM120	Medical Terminology 1	3	F W Sp Su					
WR121	English Composition-Exposition (or higher)	4	F W Sp Su					
Term 2								
BI172 or BI232	Intro to Human Anatomy & Physiology 2 or Human Anatomy and Physiology	3 (4)	W Sp F W Sp (Su as needed)					
HM112	Health Information Systems Procedures 2	4	W					
HM113	Medical Insurance Billing	3	W					
HM115	ICD-9-CM Coding/Reimbursement	3	W					
HM121	Medical Terminology 2	3	F W Sp Su					
Term 3								
HM114	CPT-IV Coding/Reimbursement	3	Sp					
HM122	Medical Terminology 3/Human Diseases	3	F W Sp Su					
MTH070	Elementary Algebra (or higher)	4	F W Sp Su					
WR227	Technical Writing	4	F W Sp Su					
	Computer elective	3						
Total First Year Credit Hours		50						

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SECOND-YEAR COURSES

Course No.	Course Title	Cr Hrs	Term Generally Offered	Hours Earned	F	W	Sp	Su
Term 4								
HM105	Professional Development A	1	F					
FE205B	or Resumes and Job Search Correspondence	(1)	F W Sp Su					
HM210	Introduction to Health Services	3	F					
HM250	Health Services Management 1	3	F					
MTH095	Intermediate Algebra (or higher)	4	F W Sp Su					
BA115	or Introduction to Accounting	(4)	F W Sp Su					
PSY201	General Psychology-Biological Emphasis (or higher)	4	F W Sp Su					
	Business elective (200 or higher) (Recommend BA214 or BA202)	3						
Term 5								
HM106	Professional Development B	1	W					
FE205C	or Interviewing for Success	(1)	F W Sp Su					
HM217	Quality Data Management in Health Services	3	W					
HM251	Health Services Management 2	3	W					
	General Education elective (100 or higher) (Recommend SP 218)	3						
	Humanities/Fine Arts elective (100 or higher)	3						
	Business, Economic or Social Science elective (200 or higher)	3						
Term 6								
HM230	Health Services Management Practicum	5	F Sp					
HM231	Health Services Management Seminar	1	F Sp					
HM252	Health Services Management 3	3	Sp					
	Business Elective (200 or higher; BA224 recommended)	3						
	General Education elective (100 or higher; HPE295 recommended)	3						
Total Second Year Credit Hours		49						
TOTAL CREDIT HOURS		99						

*Computer elective: CA117 Microsoft Publisher (or higher) 3 credits **OR** CIS102A Cyber Security and Safety (or higher) 3 credits
