

BHT3 Business Healthcare Technology Degree Graduation Checklist 2023

Name _____

Ph. # _____

Address _____

ID # _____

		Semester Credits	Contact Hours	Grade	Semester/Year
DEVELOPMENTAL STUDIES					
	Developmental Reading				
	Developmental English				
	Developmental Math				
GENERAL EDUCATION CORE		15			
AREA I – LANGUAGE ARTS/COMMUNICATION		3			
ENGL 1101	Composition and Rhetoric OR Literature and Composition	3	3		
ENGL 1102		3			
AREA II – SOCIAL/BEHAVIORAL SCIENCES		3			
ECON 1101	Principles of Economics OR Principles of Macroeconomics OR Principles of Microeconomics OR Introduction to Psychology OR Introduction to Sociology OR (<i>Economics, Ethnology/Ethnic Studies, History, Political Science, Psychology, Sociology</i>)	3	3		
ECON 2105		3	3		
ECON 2106		3	3		
PSYC 1101		3	3		
SOCI 1101		3	3		
AREA III – NATURAL SCIENCES/MATHEMATICS		3			
MATH 1100	Quantitative Skills and Reasoning OR Mathematical Modeling OR College Algebra OR Quantitative Skills and Reasoning (<i>Astronomy, Biology, Chemistry, Physics, Mathematics, Computer Science</i>)	3	3		
MATH 1101		3	3		
MATH 1111		3	3		
MATH 1103		3	3		
AREA IV – HUMANITIES/FINE ARTS		3			
ENGL 2130	American Literature OR Literature and Composition OR (<i>Art Appreciation, American Literature, English Literature, Film Studies and Criticism, Humanities, Literature and Cultural Studies, Music Appreciation, Theatre Appreciation, Spanish, Religion</i>)	3	3		
		3	3		
PROGRAM SPECIFIC REQUIREMENTS		3			
SPCH 1101	Public Speaking – Any General Core Elective OR (<i>Any 3 semester credit elective from Area I, II, III, or IV</i>)	3	3		
OCCUPATIONAL COURSES (PreReq)		33			
COMP 1000	Introduction to Computer Literacy OR Computers in Healthcare OR Computer Applications in Healthcare	3	4.334		
BUSN 1000		3	5		
HIMT 1150		3	5		

		Semester Credit	Contact Hours	Grade	Semester /Year
BUSN 1010	Medical Terminology, Anatomy, and Diseases for Business	6	6		
BUSN 1015	Introduction to Healthcare Reimbursement (1010)	3	3		
BUSN 2190	Business Document Proofreading and Editing (1440 & ENGL)	3	4		
BUSN 2340	Healthcare Administrative Procedures (1010)	4	6		
BUSN 2350	Electronic Health Records (1010, Comp, CoReq 1440)	3	5		
BUSN 2375	Healthcare Coding (1010)	3	5		
BUSN 1440	Document Production (Cor COMP)	4	7		
ACCT 1100 OR BUSN 2200 OR BUSN 1800	Financial Accounting Office Accounting	4 4	5 5		
OCCUPATIONAL SPECIALIZATION: BUSINESS HEALTHCARE (8BH3) OR		15			
XXXX xxxx	Electives	15			
OCCUPATIONAL SPECIALIZATION: COMPLIANCE & REIMBURSEMENT (8C83)		15			
BUSN 2400	Healthcare Procedural Coding (1010)	3	4		
BUSN 2410	ICD Coding (1010)	3	4		
BUSN 2420	Advanced Medical Coding (2400, 2410)	3	5		
BUSN 2810	Healthcare Compliance (1010 & ENGL)	3	3		
BUSN 2850	Health Record Auditing (2340 & 2375)	3	3		

TOTAL CREDITS NEEDED FOR GRADUATION: 63

SUGGESTED SEMESTER SCHEDULE

SEMESTER 1	Course #	Course Name	Prerequisites
	ENGL 1101	Composition and Rhetoric	PRA
	MATH 1111	College Algebra	PRA
	COMP 1000	Introduction to Computers	PVA
	BUSN 1010	Medical Terminology, Anatomy, and Diseases for Business	PRA

SEMESTER 2	Course #	Course Name	Prerequisites
	PSYC 1101	Introduction to Psychology	PRA
	ENGL 2130	American Literature	ENGL 1101
	BUSN 1440	Document Production	BUSN 1100 or the ability to key 25 wpm with 3 or less errors, [C] COMP 1000
BUSN 1015	Introduction to Healthcare Reimbursement	BUSN 1010 or BUSN 2300 or ALHS 1090	

SEMESTER 3	Course #	Course Name	Prerequisites
	BUSN 2190	Business Doc. Proof & Editing	ENGL 1010 or 1101 BUSN 1440 [C]
	BUSN 2375	Healthcare Coding	BUSN 1010 or BUSN 2300 or ALHS 1090, BUSN 2310 or ALHS 1010 or ALHS 1011, BUSN 1100 or COMP 1000
	BUSN 2350	Electronic Health Records	BUSN 1010 or BUSN 2300 or ALHS 1090, BUSN 2310 or ALHS 1010 or ALHS 1011, BUSN 1100 or COMP 1000 [C] BUSN 1440
	XXXX xxxx	Specific Occ. Elective	See Standards
	BUSN 2810	Healthcare Compliance	BUSN 1010 only or one of BUSN 2300 or ALHS 1090. ENGL 1010 or 1101

SEMESTER 4	Course #	Course Name	Prerequisites
	BUSN 2340	Healthcare Administrative Procedures	BUSN 1010 or BUSN 2300 or ALHS 1090, BUSN 2310 or ALHS 1010 or ALHS 1011, BUSN 1100 or COMP 1000 [C] BUSN 1440
	ACCT 1100	Financial Accounting	PVA
	XXXX xxxx	Specific Occ. Elective	See Standards
	XXXX xxxx	Specific Core Elective	See Standards
	BUSN 2400	Healthcare Procedural Coding	BUSN 1010 only or one of BUSN 2300 or ALHS 1090 and one of BUSN 2310 or ALHS 1011, and MAST 1120
BUSN 2410	ICD Coding	BUSN 1010 only or one of BUSN 2300 or ALHS 1090 and one of BUSN 2310 or ALHS 1011, and MAST 1120	

SEMESTER 5	Course #	Course Name	Prerequisites
	XXXX xxxx	Specific Occ. Elective	See Standards
	XXXX xxxx	Specific Occ. Elective	See Standards
	BUSN 2420	Advanced Medical Coding	BUSN 2400 and BUSN 2410
	BUSN 2850	Health Record Auditing	BUSN 2340 and BUSN 2370

PVA=Provisional Admission
PRA=Program Admission