

Bluegrass Community and Technical College
Medical Information Technology – Associate in Applied Science Degree
(64 Credit Hours)

Student Name: _____ Empl ID# _____

MIT credential-seeking students must receive a grade of "C" or better in each required course.

General Education Requirements (19 credits)

Courses Required	Hrs	Grade	Semester
ENG 101 Writing I	3		
MAT 105 Business Mathematics or MAT 110 Applied Mathematics or MAT 150 College Algebra or higher Quantitative Reasoning (Math) course	3		
BIO 135 Basic Anatomy & Physiology with lab (<i>*Students can fulfill the Biology requirement with both BIO 137 with lab and BIO 139 with lab.</i>)	4		
Social & Behavioral Sciences Course	3		
Heritage or Humanities Course	3		
Oral Communications Course	3		

Technical Core Requirements (30 credits)

Courses Required	Hrs	Grade	Semester
OST 105 Introduction to Information Systems OR CIT 105 Introduction to Computers	3		
OST 110 Document Formatting & Word Processing	3		
MIT 103 Medical Office Terminology or AHS 115 Medical Terminology or CLA 131 Medical Term. from Greek & Latin	3		
MIT 104 Medical Insurance	3		
OST 240 Software Integration (<i>OST 105 is the prerequisite for OST 240</i>) or CIT 130 Productivity Software (<i>CIT 105 is the prerequisite for CIT 130</i>)	3		
MIT 217 Medical Office Procedures	3		
MIT 224 Medical Practice Management	3		
MIT 228 Electronic Medical Records	3		
MIT 230 Medical Information Management	3		
MIT 295 Medical Information Technology Capstone (to be taken in student's last semester)	3		

Medical Information Technology Tracks (15 credits)

Medical Information Technology Tracks (Refer to next page for course requirements for each track.)	Hrs
Medical Administrative Track	15
Medical Coding Track	15
Electronic Medical Records Track	15
Medical Transcription Track	15
Medical Office Management Track	15

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Medical Administrative Track - 510716705 (15 credits)

Courses Required	Hrs	Grade	Semester
ACT 101 Fundamentals of Accounting I or ACC 201 Financial Accounting I	3		
OST 210 Advanced Word Processing Application	3		
OST 225 Introduction to Desktop Publishing	3		
OST 235 Business Communication Technology	3		
Elective Course Approved by Program Coordinator	3		

Medical Coding Track - 510716706 (15 credits)

Courses Required	Hrs	Grade	Semester
ACT 101 Fundamentals of Accounting I or ACC 201 Financial Accounting I	3		
MIT 204 Medical Coding	3		
MIT 205 Advanced Medical Coding	3		
OST 235 Business Communication Technology	3		
Elective Course Approved by Program Coordinator	3		

Electronic Medical Records Track - 510716707 (15 credits)

Courses Required	Hrs	Grade	Semester
ACT 101 Fundamentals of Accounting I or ACC 201 Financial Accounting I	3		
OST 235 Business Communications	3		
OST 210 Advanced Word Processing Application	3		
Elective Course #1 Approved by Program Coordinator	3		
Elective Course #2 Approved by Program Coordinator	3		

Medical Transcription Track - 510716708 (15 credits)

Courses Required	Hrs	Grade	Semester
MIT 106 Introduction to Medical Transcription	3		
MIT 206 Medical Transcription	3		
OST 210 Advanced Word Processing Application	3		
OST 235 Business Communications Technology	3		
Elective Course Approved by Program Coordinator	3		

Medical Office Management Track – 510716709 (15 credits)

Courses Required	Hrs	Grade	Semester
ACT 101 Fundamentals of Accounting I or ACC 201 Financial Accounting I	3		
OST 235 Business Communications Technology	3		
BAS 160 Introduction to Business	3		
OST 275 Office Management	3		
Elective Course Approved by Program Coordinator	3		

Classes listed below are suggested for 1st or 2nd semester AAS degree-seeking students

- OST 105 Introduction to Information Systems
- OST 110 Document Formatting (*requires typing skills OR OST 101 AND reading placement score of RDG 020 or higher*)
- MIT 103 Medical Office Terminology
- MIT 230 Medical Information Management
- ENG 101 Writing I
- BIO 135 Basic Anatomy & Physiology with Lab OR BIO 137 Human Anatomy & Physiology I with Lab (*Students registering for BIO 135 or BIO 137 must have completed all developmental coursework with courses numbered below 100*).
- MAT 105 or MAT 110 or higher level Quantitative Reasoning course
- Oral Communications Course (COM 181 or COM 252)
- Heritage or Humanities Course
- OST 240 Software Integration
- Social & Behavioral Sciences Course