



Health Sciences Career and Academic Pathways (CAPs) Program Map: Certificate of Achievement for Health Information Technology

Total number of units: 52 units

Top Code/Academic Plan: 1223.00

Updated on May 16, 2022

Semester 1	Course Code	Course	Units	Notes	Advising Notes
Program Course	PHYSIOL 006	Anatomy and Physiology	6		
Program Course	HTHTEK 133	Medical Terminology	3		
Program Course	CAOT 082	Microcomputer Software Survey in the Office	3		
Program Course	HTHTEK 100	Introduction Health Information Technology	3		

Total Units 15

Intersession	Course Code	Course	Units	Notes	Advising Notes
Program Course	HTHTEK 106	Hospital Ethics and Law	2	Has a prerequisite .	
Program Course	HTHTEK 134	Introduction to Pathology	3	Has a prerequisite and corequisite.	
Program Course	HTHTEK 108	Introduction to Pharmacology	1	Has a co-requisite.	

Total Units 6

Semester 2	Course Code	Course	Units	Notes	Advising Notes
Program Course	HTHTEK 103	Introduction to Basic Coding	3	Has a prerequisite.	
Program Course	HTHTEK 230	Electronic Health Records in the Healthcare Systems	3	Has a prerequisite.	
Program Course	HTHTEK 215	Advanced Inpatient Coding and Abstracting	3	Has a prerequisite.	
Program course	MATH 125	Intermediate Algebra	5		This course may have sections that include a low cost (LCT) or no cost textbook (ZTC). Check the current catalog for the section number(s). You can search for classes in the ELAC and LACCD Schedule of Classes under "Class Search Type" as "Zero Textbook Cost" or "Low-Cost Textbook Classes."

Total Units 14

Intersession	Course Code	Course	Units	Notes	Advising Notes
Program Course	HTHTEK 110	Ambulatory Care Coding	3	Has a prerequisite.	

Total Units 3

Semester 3	Course Code	Course	Units	Notes	Advising Notes
Program Course	HTHTEK 207	Introduction to Health Statistics	3	Has a prerequisite.	
Program Course	HTHTEK 221	Quality Management and Leadership	3	Has a prerequisite and corequisite.	

Semester 3	Course Code	Course	Units	Notes	Advising Notes
Program Course	HTHTEK 222	Health Information Services Organization & Management	3	Has a prerequisite and corequisite.	

Total Units 9

Semester 4	Course Code	Course	Units	Notes	Advising Notes
Program Course	HTHTEK 202	Directed Practice for Coding Specialists	1		
Program Course	HTHTEK 241	Directed Practice in Health Information Procedures II	4		

Total Units 5

Degree Path and Requirements:

This map is a suggested term-by-term sequence of courses to complete the program in a recommended time frame. This is an efficient and recommended plan, but actual plans may vary by individual student need. This map cannot replace a meeting with [counselors](#). Students can apply for certificates as soon as the necessary courses are completed. Meet with a counselor and the financial aid office to ensure continued financial aid. Check with [financial aid](#) for eligibility.

Department Advising Notes:

It is recommended the student meets with the Program Director before the student starts the program. It is also recommend the student completes the AS degree.

Program Description

This certificate program provides instruction and Professional Practice Education (PPE) to assist students in developing the technical skills necessary to maintain components of Health Information Systems consistent with the medical, ethical, legal, and administrative requirements of all accreditation and regulatory agencies.

Career and Transfer Opportunities

Visit the [Transfer Center](#) for transfer information, which varies based on transfer college. Make an appointment with a [counselor](#). Students can visit [Career and Job Services](#) for career counseling and further exploration. For additional resources, students pursuing a certificate can visit the [American Job Center of California](#) on ELAC main campus.

Youtube Videos

[You Belong at East Los Angeles College](#)

Program Map

A suggested sequence of classes to complete a degree, certificate, or program of study. Students should consult an academic counselor for variations to this plan based on part-time or full-time status, transfer plans, pre-requisites needed, etc.

Prerequisite Course

A specific course that must be completed before advancing to the next course.

Check the online catalog at elac.edu for the latest and most accurate information.

Contact

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