



Associate of Applied Science in Health Information Management Technology to Bachelor of Health Administration

**Courses taken at JJC**

**Year One, First Semester**

BIO 100 Medical Terminology  
 BIO 125 Human Biology  
 ENG 101 Rhetoric  
 HIM 101 Health Information Management I  
 CIS 122 Computer Information System

**Year One, Second Semester**

BLAW 120 Legal Aspects of HIM  
 OFS 200 Data Management for Health Professions  
 HIM 110 Basic ICD Coding  
 HIM 115 Principles of Disease  
 HIM 125 Current Healthcare Comparative Applications

**Summer Semester**

HIM 111 Basic CPT Coding  
 COMM 101 Principles of Speech Communication  
 MATH College Algebra or IAI Math Course (3 credit hours)\*\*\*

**Year Two, Third Semester**

HIM 102 Health Information Management II  
 HIM 120 Statistical Tools for HIM Technicians  
 HIM 210 Clinical Classifications Systems  
 HIM 215 Healthcare Reimbursement  
 HIM 230 Professional Practice I

**Year Two, Semester Four**

PSYCH 101 General Psychology  
 HIM 220 Quality Management in Healthcare  
 HIM 222 Computers in Healthcare  
 HIM 235 Professional Practice II

**Total JJC Credits: 71\***

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**Courses taken at GSU**

ENGL 1010 Composition II\*\*  
 GEN ED Fine Arts Course (3 credit hours)\*\*  
 GEN ED Humanities Course (3 credit hours)\*\*  
 GEN ED Humanities or Fine Arts Course (3 credit hours)\*\*  
 GEN ED Physical Science Course (3 credit hours)\*\*  
 GEN ED Social and Behavioral Science Courses (one must be non-psychology)\*\*  
 HLAD 3099 Healthcare Organization  
 HLAD 3101 Introduction to Healthcare Management Strategies  
 HLAD 3102 Principles of Healthcare Economics  
 HLAD 3103 Basics of Healthcare Informatics  
 HLAD 3104 Healthcare Statistics  
 HLAD 3106 Introduction to Epidemiology  
 HLAD 3107 Medical Sociology  
 HLAD 3108 Healthcare and Politics  
 HLAD 3109 Ethics in Healthcare Administration  
 HLAD 4099 Health Administration Practicum  
 HLAD 4101 Healthcare Organizational Behavior  
 HLAD 4103 Legal Aspects of Healthcare  
 HLAD 4104 Healthcare Economics  
 HLAD 4105 Management in Health Care Setting  
 HLAD 4106 Healthcare Accounting  
 HLAD 4107 Healthcare Human Resource Management  
 HLAD 4108 Health Planning  
 HLAD 4901 Institutional Management for Healthcare Organizations  
 HLAD 5101 Introduction to Long-Term Care\*\*\*\*  
 HLAD 5102 Nursing Home Administration\*\*\*\*

**Total GSU Credits: 54-78\***

**Total Degree Credits: 125-149\***

**Minimum required for BHA in Health Administration: 120 hours**

Note: In addition to meeting university criteria, applicant must have obtained a minimum of 2.50 GPA for the last 60 hours.





# 2+2

\*This transfer guide is a sample curriculum. Additional courses may be required based on placement test scores. Please work with your faculty advisor or success coach prior to course registration.

\*\* May be taken at JJC or GSU

\*\*\*Courses are to be chosen in consultation with an academic advisor.

\*\*\*\*Students who wish to pursue a Long-Term Certificate must take HLAD 5101 and 5102 and complete with a grade of "C" or higher

#### About GSU's Program:

The College of Health and Human Services undergraduate major in Health Administration educates administrators to develop and manage health services organizations and programs. The curriculum is designed to be an educational mechanism through which students obtain the understanding and skills necessary for health administration. Specifically, the major is designed to prepare administrators for unit or department head positions in large and complex health care institutions such as hospitals; and for executive director positions in small and/or less complex healthcare institutions, such as clinics, nursing homes, insurance, medical group management, ambulatory care management, and family service agencies.

#### About JJC's Program:

HIMT professionals manage all patient healthcare records, both computer-based and paper, administer computer information systems, and code the diagnoses and procedures for healthcare services provided to patients. They collect, analyze, manage, and protect medical information necessary to providing quality patient care. Health information management professionals also ensure data validity and appropriate access to individual healthcare records. The Associate Degree, Health Information Management Technology Program at JJC is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Graduates of the HIMT, A.A.S degree program are eligible to take the national Registered Health Information Technician (RHIT) examination through the American Health Information Management Association ([www.AHIMA.org](http://www.AHIMA.org)). Successfully completing this exam allows the graduate to earn the AHIMA, RHIT (Registered Health Information Technician) credential. The Health Information Management Technology program at JJC program is designed to teach students the workflow and health information management technology applications utilized in various healthcare provider organizations from large hospital systems to the private physician practice. Students will learn the skills needed to perform daily operations management of health information and electronic health records to ensure that a patient's health information and records are complete, accurate, coded appropriately and protected. The program provides students both lecture and hands-on (professional practice) experience. The job outlook for HIMT professionals, as predicted by the U.S. Department of Labor's Bureau of Labor Statistics, will grow much faster than average (15 percent or more) through 2024. Employment opportunities exist for the Health Information Technology professional in any industry that utilizes patient data. Health Information Management Technology careers are found in a variety of settings including: healthcare facilities, hospitals, clinics, private physician practices, long-term care facilities, law firms, consulting firms, government agencies, insurance companies, healthcare IS/IT vendors, pharmaceutical companies, and other environments.

#### Questions:

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