

## Application Process

### Limited Enrollment

To apply for acceptance into the Health Information Technology program, your application file should contain the following:

1. MTC Application for Admission and nonrefundable application fee.
2. American College Test (ACT) scores with a minimum composite score of 18, or successful completion of college-level required program courses with a minimum accumulative grade point average of 2.5 or higher.
3. Successful completion of the ACT or Basic Skills Assessment (Accuplacer in reading, writing, and mathematics (algebra)).
4. Final high school transcript (or GED results) and college transcripts (if applicable).
5. A minimum 2.5 accumulative grade point average (GPA) in high school or college-level courses (whichever is most recent).
6. Completed Health Informatics Technology application.
7. Completion of successful criminal background check.

If required, college foundation courses are available to help you meet any specialized program admission requirements.

A complete listing of all requirements and policies/procedures for the program is available in the Health Information Technology Handbook.

## Clinical Health Informatics Specialist Certificate

**Career Pathway:** Health Information Technology Associate of Applied Science Degree

Students who complete this the Clinical Health Informatics Certificate at MTC are prepared to take Certified Healthcare Technology Specialist exams through the American Health Information Management Association and the CAHIMS exams through the Healthcare Information and Management Systems organization.

“As the nation moves toward industry-wide adoption of electronic health records (EHRs), the Bureau of Labor Statistics expects a shortage of about 50,000 qualified health IT workers to meet the needs of hospitals and healthcare affiliates. The Certified Healthcare Technology Specialist (CHTS) competency exams allow professionals and employers to capitalize on new technologies, procedures and careers.

The CHTS exams assess the competency of individuals seeking to demonstrate proficiency in certain health IT workforce roles integral to the implementation and management of electronic health information. Currently, there are six separate CHTS exams. Each pertains to a HIT workforce role instrumental in meaningful use of Electronic Health Record (EHR) systems. The CHTS exams assess the competency of health IT professionals to:

- Assess workflows
- Select hardware and software
- Work with vendors
- Install and test systems
- Diagnose IT problems
- Train practice staff on systems

“CAHIMS is a new Health Information Management Systems Specialist (HIMSS) Information Technology (IT) certification designed for emerging professionals within the industry (with five years or less of experience). This certification demonstrates knowledge of health IT and management systems, facilitating entry-level careers in health IT. It is designed to be a career pathway to the CPHIMS credential (Healthcare Information and Management Systems).”

### Who is the CAHIMS credential for?

- Individuals looking to work in a healthcare setting or mid-level professionals seeking career change
- Those who want to learn more about health IT, including clinicians
- Non-IT professionals, working in other departments, who work as an extension of the IT department
- Those enrolled in an academic program at the undergraduate or graduate level, i.e. healthcare informatics, CAHME-accredited programs, Masters in Healthcare Administration, or others students
- Veterans returning from active duty

## Clinical Health Informatics Specialist Certificate

### One-Year Technical Certificate

(Effective Academic Year 2018-19)

*Online Program*

Course No	Course Title	Credits	TECHNICAL		NON-TECHNICAL		OTM, TAG, CT <sup>2</sup> approved course	Term(s) Offered	Prerequisites
			Gen Ed	Applied Gen Ed (Basic)	Gen Ed	Applied Gen Ed (Basic)			
<b>FIRST SEMESTER (Fall)</b>									
ALH1110	Medical Terminology	3		3			[OHL020]	FA, SP	None
CIT1351	IT Essentials/A+	3		3			[CTIT003] [CTIT004]	FA, SP	Placement or OIS1200
OIS1240	Computer Applications	3		3			[OBU003]	ALL	OIS1200 or Placement
HIT1200	Health Record Management I	2	2					FA, SP, SU	Dept Approval
HIT2000	HIT Legal Issues	2	2				[OHL021]	SP	HIT1200
<b>SECOND SEMESTER (Spring)</b>									
HIT2100	Health Record Management II	4	4					FA, SP	HIT1200 and Dept Approval
MGT2510	Project Management	3		3				FA	OIS1240
ENG1000	English Composition I	3			3		[TME001]	ALL	OIS1220 or OIS1240 or concurrent, and Placement
ENG1400	Oral Communications	3			3		[TMCOM] [OCM004]	ALL	None
<b>THIRD SEMESTER (Summer)</b>									
HIT2200	Health Information Technology	4	4					FA	HIT2100
HIT2500	Health Information Management and Data Governance	3	3					SP, SU	HIT1200 and OIS1240
HIT2400	HIT Quality Assessment	2	2					SP	HIT2100
<b>Credit Hour Total</b>			35	17	6	12			
				35					

\* CIT 1351, IT Essentials/A+ and MGT 2510 Project

\*\*CIS1351, IT Essentials/A+ Students are presented with the

**Occupational Certification Opportunities:**

A+ Certification (submitted CAHIMS and CHTS to OBR on 5/30/1.