PROPOSAL SUMMARY AND ROUTING FORM

Proposal Title: Minor Curriculum Changes in Admission Requirements, Progression Policy, and Dismissal Policy for Health Information Technology and Health Information Management Programs

Initiating Unit or Individual: Health Information Management Faculty
Contact Person’s Name: Paula Hagstrom  e-mail: hagstrom@ferris.edu  phone: x2316
Date or Term of Proposal Implementation: Spring 2012
☐ Group I - A – New degree/major or major, redirection of a current offering, or elimination of a degree, major or minor
☐ Group I - B – New minors or concentrations
☒ Group II - A – Minor curriculum clean-up and course changes
☐ Group II - B – New Course
☐ Group III - Certificates
☐ Group IV – Off-Campus Programs

<table>
<thead>
<tr>
<th>Group/Individual</th>
<th>Signature</th>
<th>Date</th>
<th>Vote/Action *</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Faculty</td>
<td>Paula Hagstrom</td>
<td>2/21/12</td>
<td>7 Support</td>
</tr>
<tr>
<td></td>
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<td>Dean</td>
<td>Julie Cook</td>
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<td></td>
<td></td>
<td></td>
<td>Not Support</td>
</tr>
</tbody>
</table>

* Support with Concerns or Not Support must include a list of specific concerns. Votes must be shown for faculty groups. Administrators check appropriate action taken.

To be completed by Academic Affairs

President (Date Approved)  Board of Trustees (Date Approved)  President’s Council (Date Approved)
1. Proposal Summary
(Summary is generally less than one page. Briefly: state what is proposed with a summary of rationale and highlights.
Additional rationale may be attached.)
Overall, all three items mentioned below are part of the curriculum clean up

Implement the following policies:
Students in the Health Information Technology (HIT) and Health Information Management (HIM) programs must maintain a reasonable GPA in order to be successful on the national certification exams. Because we do not have a quota program, some students select our programs because the HIT program can be completed in 5 semesters and the HIM program can be completed in 9 semesters. They do not have to wait to enter the program if they meet the admission requirements. To maintain the integrity of our program, we are proposing to implement the following:

1. Admission Requirements to the HCSA, HIT, and HIM Programs:
   - 2.5 GPA (on a 4.0 scale) from high school or other college or university
   - Placement in to ENGL 150 (ACT of 14 or higher, SAT of 370 or higher)
   - Placement in to MATH 115 (ACT of 19 or higher, SAT of 460 or higher)
   - Reading ACT of 18 or higher, SAT verbal of 430 or higher (for non-transfer students)

In both cases (FTIAC or Transfer students), a 2.5 high school or college GPA is required before meeting one or more of the other three criteria listed above for admittance to the program.

2. Effective for students who apply to or start at FSU in Fall 2012 or later, Anatomy and Physiology and all MRIS courses within the curriculum requirements must be taken within (2) years of the date of application to the Health Information programs. Students who have attended or applied to Ferris prior to Fall 2012 should seek clarification as to this policy and how it will be applied to them.

3. Progression Policy:
All students enrolled in the Health Information Technology or Health Information Management programs must earn at least a "C" in all courses listed below. If you earn less than "C" in any of the courses, you will be required to repeat the course. Prior to taking MRIS 293 (HIT and HIM) or MRIS 493 (HIM), all of the following courses must have been satisfactorily completed. A GPA of 2.25 is required for graduation.

4. Dismissal Policy: Any one of the following will result in dismissal from the program:
   - Two unsuccessful attempts (less than "C") in any of the courses listed below will result in dismissal from the Health Information Technology or Health Information Management program, or
   - Unsuccessful attempts (less than "C") of more than 50% of the courses listed below during any semester, or
   - Unsuccessful attempts (less than "C") of more than 12 credit hours of the courses listed below while in the HIT or HIM program.

<table>
<thead>
<tr>
<th>MRIS 293 (HIT and HIM) Hospital Internship</th>
<th>MRIS 493* (HIM) Management Internship</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCHS 101 - Orientation to Health Care Systems</td>
<td>CCHS 315 Epidemiology and Statistics</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
</tr>
<tr>
<td>-------------</td>
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</tr>
<tr>
<td>CCHS 102</td>
<td>Safety Issues in Health Care</td>
</tr>
<tr>
<td>COMM 105</td>
<td>Interpersonal Communication or Small Group</td>
</tr>
<tr>
<td>COMM 221</td>
<td>Decision Making</td>
</tr>
<tr>
<td>BIOL 109</td>
<td>Anatomy and Physiology</td>
</tr>
<tr>
<td>ENGL 150</td>
<td>English 1</td>
</tr>
<tr>
<td>ENGL 250</td>
<td>English 2</td>
</tr>
<tr>
<td>HCSA 202</td>
<td>Health Care Law 1</td>
</tr>
<tr>
<td>HCSA 345</td>
<td>Internship Orientation</td>
</tr>
<tr>
<td>ISYS 105</td>
<td>Intro to Microsystems - Software</td>
</tr>
<tr>
<td>MRIS 101</td>
<td>Introduction to Health Information Systems</td>
</tr>
<tr>
<td>MRIS 103</td>
<td>Medical Terminology</td>
</tr>
<tr>
<td>MRIS 122</td>
<td>Health Information Systems 1</td>
</tr>
<tr>
<td>MRIS 204</td>
<td>ICD Coding</td>
</tr>
<tr>
<td>MRIS 209</td>
<td>Quality Management in Health Care</td>
</tr>
<tr>
<td>MRIS 210</td>
<td>Fundamentals of Disease Processes</td>
</tr>
<tr>
<td>MRIS 211</td>
<td>CPT Coding</td>
</tr>
<tr>
<td>MRIS 228</td>
<td>Introduction to Medical Billing and Reimbursement</td>
</tr>
</tbody>
</table>

*You must earn at least a “C” in MRIS 493 – Professional Practice 2 in order to graduate.

2. Summary of All Course Action Required*

   a. Newly Created Courses to FSU:
     Prefix    Number    Title

   b. Courses to be Deleted From FSU Catalog:
     Prefix    Number    Title
c. Existing Course(s) to be Modified:
   Prefix       Number       Title

d. Addition of existing FSU courses to program
   Prefix       Number       Title

e. Removal of existing FSU courses from program
   Prefix       Number       Title

3. Summary of All Consultations
   Form Sent (B or C)   Date Sent   Responding Dept.   Date Received & by Whom

4. Will External Accreditation be Sought? (For new programs or certificates only)
   __________ Yes  __________ No

   If yes, name the organization involved with accreditation for this program.

5. Program Checksheets affected by this proposal.
Ferris State University  
College of Allied Health Sciences  
HEALTH INFORMATION TECHNOLOGY  
For students who enter the program Fall 2012 and beyond  
63 credits required for graduation

<table>
<thead>
<tr>
<th>Name</th>
<th>Student Number</th>
<th>Technical Core Requirements -44 cr. hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CCHS</td>
<td>101</td>
<td>Orientation to Health Care (none)</td>
</tr>
<tr>
<td>CCHS</td>
<td>102</td>
<td>Safety Issues in Health Care (none)</td>
</tr>
<tr>
<td>HCSA</td>
<td>202</td>
<td>Health Care Law (CCHS 101 with grade of C or better)</td>
</tr>
<tr>
<td>HCSA</td>
<td>345</td>
<td>Internship Orientation (Departmental approval)</td>
</tr>
<tr>
<td>MRIS</td>
<td>101</td>
<td>Introduction to Health Information Systems</td>
</tr>
<tr>
<td>MRIS</td>
<td>103</td>
<td>Medical Terminology (none)</td>
</tr>
<tr>
<td>MRIS</td>
<td>122</td>
<td>Health Information Systems 1 (MRIS 101 with grade of C or better, concurrent enrollment in MRIS 123)</td>
</tr>
<tr>
<td>MRIS</td>
<td>204</td>
<td>ICD Coding (MRIS 101 and MRIS 103 and MRIS 210 and BIOL 109 or BIOL 205, all with grade of C or better)</td>
</tr>
<tr>
<td>MRIS</td>
<td>209</td>
<td>Quality Management in Health Care (MRIS 103 and MRIS 101 or HCSA 120, all with grade of C or better)</td>
</tr>
<tr>
<td>MRIS</td>
<td>210</td>
<td>Fundamentals of Disease Processes (MRIS 102 or MRIS 103 and BIOL 109 or BIOL 205, all with grade of C or better)</td>
</tr>
<tr>
<td>MRIS</td>
<td>211</td>
<td>CPT Coding (MRIS 101 and MRIS 103 and BIOL 109 or 205, all with grade of C or better)</td>
</tr>
<tr>
<td>MRIS</td>
<td>228</td>
<td>Introduction to Medical Billing and Reimbursement (MRIS 211 with grade of C or better or concurrent enrollment in MRIS 211)</td>
</tr>
<tr>
<td>MRIS</td>
<td>261</td>
<td>Health Information Technology Review (All CCHS, HCSA, and MRIS classes except MRIS 293)</td>
</tr>
<tr>
<td>MRIS</td>
<td>293</td>
<td>Professional Practice 1 (Departmental approval)</td>
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</table>

**Communication Competence- 9 cr required**

<table>
<thead>
<tr>
<th>Name</th>
<th>Student Number</th>
<th>Technical Core Requirements -44 cr. hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM</td>
<td>221 OR 105</td>
<td>Small Group Decision Making (none)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Interpersonal Communication (none)</td>
</tr>
<tr>
<td>ENGL</td>
<td>150</td>
<td>English 1 (ENGL 074 or minimum score of 14 on ACT or 370 on SAT)</td>
</tr>
<tr>
<td>ENGL</td>
<td>250</td>
<td>English 2 (ENGL 150 with a grade of C- or better)</td>
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</table>

**Computer Competency/Proficiency**

<table>
<thead>
<tr>
<th>Name</th>
<th>Student Number</th>
<th>Technical Core Requirements -44 cr. hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISYS</td>
<td>105</td>
<td>Intro to Micro Systems-Software</td>
</tr>
</tbody>
</table>

**Scientific Understanding 4 cr. Required**

<table>
<thead>
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<th>Name</th>
<th>Student Number</th>
<th>Technical Core Requirements -44 cr. hours</th>
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</thead>
<tbody>
<tr>
<td>BIOL</td>
<td>109</td>
<td>Basic Human Anatomy and Physiology</td>
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**Quantitative Skills**

<table>
<thead>
<tr>
<th>Name</th>
<th>Student Number</th>
<th>Technical Core Requirements -44 cr. hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH</td>
<td>110</td>
<td>Fundamentals of Algebra</td>
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</table>

**Social Awareness -3 cr. required**

<table>
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<th>Name</th>
<th>Student Number</th>
<th>Technical Core Requirements -44 cr. hours</th>
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<tbody>
<tr>
<td></td>
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<td>Social Awareness Foundations Course</td>
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**Cultural Enrichment 3 cr. Required**

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<tr>
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<th>Student Number</th>
<th>Technical Core Requirements -44 cr. hours</th>
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<tbody>
<tr>
<td></td>
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<td>Select one course from the following subject areas: ARTH, ARTS, FILM, FREN, GERM, HIST, HUMN, LANG, LITR, MUSI, PHIL, SPAN, THTR, WGST</td>
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<tr>
<td></td>
<td></td>
<td>Elective</td>
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</table>

**A grade of "C" (2.0) or better is required for all MRIS and HCSA courses.**
**Ferris State University**  
**College of Allied Health Sciences**  
**HEALTH INFORMATION TECHNOLOGY**  
For students who enter the program Fall 2012 and beyond  
65 credits required for graduation

<table>
<thead>
<tr>
<th>Name</th>
<th>Student Number</th>
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<tbody>
<tr>
<td>CCHS</td>
<td>101 Orientation to Health Care (none)</td>
</tr>
<tr>
<td>CCHS</td>
<td>102 Safety Issues in Health Care (none)</td>
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<tr>
<td>HCSA</td>
<td>202 Health Care Law (CCHS 101 with grade of C or better)</td>
</tr>
<tr>
<td>HCSA</td>
<td>345 Internship Orientation (Departmental approval)</td>
</tr>
<tr>
<td>MRIS</td>
<td>101 Introduction to Health Information Systems</td>
</tr>
<tr>
<td>MRIS</td>
<td>103 Medical Terminology (none)</td>
</tr>
<tr>
<td>MRIS</td>
<td>122 Health Information Systems 1 (MRIS 101 with grade of C or better)</td>
</tr>
<tr>
<td>MRIS</td>
<td>204 ICD-10-CM Coding (MRIS 101 and MRIS 103 and MRIS 210 and BIOL 109 or BIOL 205, all with grade of C or better)</td>
</tr>
<tr>
<td>MRIS</td>
<td>205 ICD-10-PCS (MRIS 204 with grade of C or better)</td>
</tr>
<tr>
<td>MRIS</td>
<td>209 Quality Management in Health Care (MRIS 103 and MRIS 101 or HCSA 120, all with grade of C or better)</td>
</tr>
<tr>
<td>MRIS</td>
<td>210 Fundamentals of Disease Processes (MRIS 102 or MRIS 103 and BIOL 109 or BIOL 205, all with grade of C or better)</td>
</tr>
<tr>
<td>MRIS</td>
<td>211 CPT Coding (MRIS 101 and MRIS 103 and BIOL 109 or 205, all with grade of C or better)</td>
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<tr>
<td>MRIS</td>
<td>228 Introduction to Medical Billing and Reimbursement (MRIS 211 with grade of C or better or concurrent enrollment in MRIS 211)</td>
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<tr>
<td>MRIS</td>
<td>261 Health Information Technology Review (All CCHS, HCSA, and MRIS classes except MRIS 293)</td>
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<tr>
<td>MRIS</td>
<td>293 Professional Practice 1 (Departmental approval)</td>
</tr>
<tr>
<td>COMM</td>
<td>221OR 105 Small Group Decision Making (none)</td>
</tr>
<tr>
<td>COMM</td>
<td>150 Interpersonal Communication (none)</td>
</tr>
<tr>
<td>ENGL</td>
<td>150 English 1 (ENGL 074 or minimum score of 14 on ACT or 370 on SAT)</td>
</tr>
<tr>
<td>ENGL</td>
<td>250 English 2 (ENGL 150 with a grade of C- or better)</td>
</tr>
<tr>
<td>ISYS</td>
<td>105 Intro to Micro Systems-Software</td>
</tr>
<tr>
<td>BIOL</td>
<td>109 Basic Human Anatomy and Physiology</td>
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<tr>
<td>MATH</td>
<td>110 Fundamentals of Algebra</td>
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**Technical Core Requirements - 86 cr. hours**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ACCT 201</td>
<td>Principles of Accounting 1 (MATH 110 or ACT Math score of 19 or 460 on SAT)</td>
</tr>
<tr>
<td>CCHS 101</td>
<td>Orientation to Health Care (none)</td>
</tr>
<tr>
<td>CCHS 102</td>
<td>Safety Issues in Health Care (none)</td>
</tr>
<tr>
<td>CCHS 315</td>
<td>Introduction to Epidemiology and Statistics (enrollment in CAHS)</td>
</tr>
<tr>
<td>HCSA 202</td>
<td>Health Care Law (CCHS 101 with grade of C or better)</td>
</tr>
<tr>
<td>HCSA 310</td>
<td>Health Care Finance 2 (ACCT 201 and HCSA 210 or MRIS 228, all with grade of C or better)</td>
</tr>
<tr>
<td>HCSA 336</td>
<td>Health Care Supervisory Practices (CCHS 101 with grade of C or above)</td>
</tr>
<tr>
<td>HCSA 345</td>
<td>Internship Orientation (Departmental approval)</td>
</tr>
<tr>
<td>HCSA 474</td>
<td>Health Care Strategic Application (MRIS 209 and MRIS 122 and MRIS 123 and HCSA 310 or HCSA 401)</td>
</tr>
<tr>
<td>ISYS 105</td>
<td>Intro to Micro Systems-Software</td>
</tr>
<tr>
<td>ISYS 200</td>
<td>Database Design and Implementation (ISYS 105)</td>
</tr>
<tr>
<td>MGM 301</td>
<td>Applied Management (none)</td>
</tr>
<tr>
<td>MRIS 101</td>
<td>Introduction to Health Information Systems</td>
</tr>
<tr>
<td>MRIS 103</td>
<td>Medical Terminology (none)</td>
</tr>
<tr>
<td>MRIS 122</td>
<td>Health Information Systems 1 (MRIS 101 with grade of C or better; concurrent with MRIS 123)</td>
</tr>
<tr>
<td>MRIS 204</td>
<td>ICD Coding (MRIS 101 and MRIS 103 and MRIS 210 and BIOL 109 or BIOL 205, all with grades of &quot;C&quot; or better)</td>
</tr>
<tr>
<td>MRIS 209</td>
<td>Quality Management in Health Care (MRIS 103 and MRIS 101 or HCSA 120)</td>
</tr>
<tr>
<td>MRIS 210</td>
<td>Fundamentals of Disease Processes (MRIS 102 or MRIS 103 and BIOL 109 or BIOL 205, all with grades of &quot;C&quot; or better)</td>
</tr>
<tr>
<td>MRIS 211</td>
<td>CPT Coding (MRIS 101 and MRIS 103 and BIOL 109 or BIOL 205, concurrent with MRIS 228, all with grades of &quot;C&quot; or better)</td>
</tr>
<tr>
<td>MRIS 228</td>
<td>Introduction to Medical Billing and Reimbursement (MRIS 211 with grade of C or better or concurrent enrollment in MRIS 211)</td>
</tr>
<tr>
<td>MRIS 261</td>
<td>Health Information Technology Review (All CCHS, HCSA, and MRIS classes except MRIS 293)</td>
</tr>
<tr>
<td>MRIS 293</td>
<td>Professional Practice 1 (Departmental Approval)</td>
</tr>
<tr>
<td>CAHS 300</td>
<td>Health Information Systems (Junior Status)</td>
</tr>
<tr>
<td>MRIS 402</td>
<td>Health Information Management Principles (MGMT 301 and MRIS 293 and HCSA 336 with grade of C or better; ISYS 200)</td>
</tr>
<tr>
<td>MRIS 404</td>
<td>Research in Health Information Management (CCHS 315 and MRIS 293 with grade of C or better)</td>
</tr>
<tr>
<td>MRIS 461</td>
<td>Health Information Management Review (All CCHS, HCSA, MRIS courses except MRIS 493)</td>
</tr>
<tr>
<td>MRIS 493</td>
<td>Professional Practice 2 (Departmental Approval)</td>
</tr>
</tbody>
</table>

**Communication Competence - 12 cr required**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 221 OR COMM 105</td>
<td>Small Group Decision Making (none) (grade of &quot;C&quot; or better) Interpersonal Communication (none) (grade of &quot;C&quot; or better)</td>
</tr>
<tr>
<td>ENGL 150</td>
<td>English 1 (ENGL 074 or minimum score of 14 on ACT or 370 on SAT)</td>
</tr>
<tr>
<td>ENGL 250</td>
<td>English 2 (ENGL 150 with a grade of C- or better)</td>
</tr>
<tr>
<td>ENGL 321 OR ENGL 325</td>
<td>Advanced Composition (ENGL 250 or ENGL 211) OR Advanced Business Writing</td>
</tr>
<tr>
<td></td>
<td>Scientific Understanding 7 cr. required</td>
</tr>
<tr>
<td>-----------------------</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>BIOL 109</td>
<td>Basic Human Anatomy and Physiology (grade of “C” or better)</td>
</tr>
<tr>
<td></td>
<td>Scientific Understanding</td>
</tr>
<tr>
<td></td>
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**Each student must complete one course from the global consciousness group that may also count toward fulfilling the cultural enrichment or social awareness requirement.
**Students must earn a grade of “C” or better in CCHS 101, CCHS 102, COMM 105, 121, or 221, ENGL 150, ENGL 250, ENGL 321, ISYS 105, MGMT 301, all MRIS and HCSA courses, BIOL 109, and CCHS 315.

**A grade of “C” (2.0) or better is required for all MRIS and HCSA courses.
### Technical Core Requirements - 88 cr. hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 201</td>
<td>Principles of Accounting 1 (MATH 110 or ACT Math score of 19 or 460 on SAT)</td>
<td>3</td>
</tr>
<tr>
<td>CCHS 101</td>
<td>Orientation to Health Care (none)</td>
<td>3</td>
</tr>
<tr>
<td>CCHS 102</td>
<td>Safety Issues in Health Care (none)</td>
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<tr>
<td>CCHS 315</td>
<td>Introduction to Epidemiology and Statistics (enrollment in CAHS)</td>
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<tr>
<td>HCSA 202</td>
<td>Health Care Law 1 (CCHS 101 with grade of C or better)</td>
<td>3</td>
</tr>
<tr>
<td>HCSA 310</td>
<td>Health Care Finance 2 (ACCT 201 and HCSA 210 or MRIS 228, all with grade of C or better)</td>
<td>3</td>
</tr>
<tr>
<td>HCSA 336</td>
<td>Health Care Supervisory Practices (CCHS 101 with grade of C or above)</td>
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<tr>
<td>HCSA 345</td>
<td>Internship Orientation (Departmental approval)</td>
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</tr>
<tr>
<td>HCSA 474</td>
<td>Health Care Strategic Application (MRIS 209 and MRIS 122 and MRIS 123 and HCSA 310 or HCSA 401)</td>
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</tr>
<tr>
<td>ISYS 105</td>
<td>Intro to Micro Systems-Software</td>
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<tr>
<td>ISYS 200</td>
<td>Database Design and Implementation (ISYS 105)</td>
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<tr>
<td>MGMT 301</td>
<td>Applied Management (none)</td>
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</tr>
<tr>
<td>MRIS 101</td>
<td>Introduction to Health Information Systems</td>
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</tr>
<tr>
<td>MRIS 103</td>
<td>Medical Terminology (none)</td>
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</tr>
<tr>
<td>MRIS 122</td>
<td>Health Information Systems 1 Lab (MRIS 101 with grade of C or better)</td>
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</tr>
<tr>
<td>MRIS 204</td>
<td>ICD-10-CM Coding (MRIS 101 and MRIS 103 and MRIS 210 and BIOL 109 or BIOL 205, all with grades of “C” or better)</td>
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<tr>
<td>MRIS 205</td>
<td>ICD-10-PCS Coding (MRIS 204 with grade of “C” or better)</td>
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<td>MRIS 209</td>
<td>Quality Management in Health Care (MRIS 103 and MRIS 101 or HCSA 120)</td>
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<tr>
<td>MRIS 210</td>
<td>Fundamentals of Disease Processes (MRIS :02 or MRIS 103 and BIOL 109 or BIOL 205, all with grades of “C” or better)</td>
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<tr>
<td>MRIS 211</td>
<td>CPT Coding (MRIS 101 and MRIS 103 and BIOL 109 or BIOL 205, concurrent with MRIS 228, all with grades of “C” or better)</td>
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<tr>
<td>MRIS 228</td>
<td>Introduction to Medical Billing and Reimbursement (MRIS 211 with grade of C or better or concurrent enrollment in MRIS 211)</td>
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<tr>
<td>MRIS 261</td>
<td>Health Information Technology Review (All CCHS, HCSA, and MRIS classes except MRIS 293)</td>
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<tr>
<td>MRIS 293</td>
<td>Professional Practice 1 (Departmental Approval)</td>
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<tr>
<td>CAHS 300</td>
<td>Health Information Systems (Junior Status)</td>
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<tr>
<td>MRIS 402</td>
<td>Health Information Management Principles (MGMT 301 and MRIS 293 and HCSA 336 with grade of C or better; ISYS 200)</td>
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<tr>
<td>MRIS 404</td>
<td>Research in Health Information Management (CCHS 315 and MRIS 293 with grade of C or better)</td>
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<tr>
<td>MRIS 461</td>
<td>Health Information Management Review (All CCHS, HCSA, MRIS courses except MRIS 493)</td>
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<tr>
<td>MRIS 493</td>
<td>Professional Practice 2 (Departmental Approval)</td>
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</table>

### Communication Competence - 12 cr. required

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<tr>
<td>COMM 221OR</td>
<td>Small Group Decision Making (none) (grade of “C” or better)</td>
<td>3</td>
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<tr>
<td>COMM 105</td>
<td>Interpersonal Communication (none) (grade of “C” or better)</td>
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<tr>
<td>ENGL 150</td>
<td>English 1 (ENGL 074 or minimum score of 14 on ACT or 370 on SAT;)</td>
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<td>ENGL 250</td>
<td>English 2 (ENGL 150 with a grade of C- or better)</td>
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<tr>
<td>ENGL 321</td>
<td>Advanced Composition (ENGL 250 or ENGL 211) OR</td>
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<td></td>
<td>Advanced Business Writing</td>
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<td></td>
<td><strong>Scientific Understanding 7 cr. required</strong></td>
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<tr>
<td>BIOL 109</td>
<td>Basic Human Anatomy and Physiology (grade of “C” or better)</td>
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All students in the Health Information Technology and Health Information Management programs must earn a “C” or better in the above courses that are preceded by an asterisk (*). If student earns less than “C” in any of the courses, he/she will be required to repeat the course. Prior to taking MRIS 293 (HIT and HIM) or MRIS 493 (HIM), all of the following courses must have been satisfactorily completed. A GPA of 2.25 is required for graduation.

**Effective for students who apply to or start at FSU in Fall 2012 or later, Anatomy and Physiology and all MRIS courses within the curriculum requirements must be taken within (2) years of the date of application to the Health Information and Certificate program. Students who have attended or applied to Ferris prior to Fall 2012 should seek clarification as to this policy and how it will be applied to them.**