



# HEALTHCARE MANAGEMENT TECHNOLOGY

Associate of Applied Science

The Healthcare Management Technology curriculum is designed to prepare students for employment in healthcare business and financial operations. Students will gain a comprehensive understanding of the application of management principles to the healthcare environment.

To learn more visit [www.piedmontcc.edu/healthcaremt](http://www.piedmontcc.edu/healthcaremt)

## More about HEALTHCARE MANAGEMENT TECHNOLOGY

The Healthcare Management Technology curriculum is designed to prepare students for employment in healthcare business and financial operations. Students will gain a comprehensive understanding of the application of management principles to the healthcare environment.

The curriculum places emphasis on planning, organizing, directing, and controlling tasks related to healthcare organizational objectives including the legal and ethical environment. Emphasis is placed on the development of effective communication, managerial, and supervisory skills.

## Outlook for EMPLOYMENT

Graduates may find employment in healthcare settings including hospitals, medical offices, clinics, long-term care facilities, and insurance companies. Graduates are eligible to sit for various certification exams upon completion of the degree with a combination of a minimum of two years administrative experience. Eligible certifications include, but are not limited to, the Professional Association of Healthcare Office Managers (PAHCOM), the Healthcare Financial Management Association (HFMA), the Certified Patient Account Manager (CPAM) and the Certified Manager of Patient Accounts (CMPA) examinations.

## COURSES

### Required Courses for Program

ACA 122	College Transfer Success
ACC 120	Prin of Financial Acct
ACC 121	Prin of Managerial Accounting
CIS 110	Introduction to Computers Public
COM 231	Speaking
ENG 111	Writing and Inquiry
GRO 120	Gerontology
HMT 110	Intro to Healthcare Mgt
HMT 211	Long-Term Care Admin
HMT 212	Mgmt of Healthcare Organizations
MAT 143	Quantitative Literacy
MED 118	Medical Law and Ethics
MED 121	Medical Terminology I
MED 122	Medical Terminology II
OST 148	Medical Insurance & Billing
OST 247	Procedure Coding
OST 248	Diagnostic Coding
OST 249	Med Coding Certification Prep
OST 250	Long Term Care Coding Electronic
OST 280	Health Records General
PSY 150	Psychology
WBL 111	Work-Based Learning
WBL 115	Work-Based Learning Seminar
XXX	Humanities/Fine Arts Elective

### Required Courses for Program - 68

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## Requirements for ADMISSIONS

- Complete the Admission Placement Test.

## ASSOCIATE OF APPLIED SCIENCE Suggested Course Sequence Full-time Student

Course#	Course Name	CL.	LB.	CLIN.	CR.
<b>FALL SEMESTER</b>					
ACA 122	College Transfer Success	0	2	0	1
ACC 120	Prin of Financial Acct	3	2	0	4
CIS 110	Introduction to Computers	2	2	0	3
HMT 110	Intro to Healthcare Mgt	3	0	0	3
MED 121	Medical Terminology I	3	0	0	3
MED 122	Medical Terminology II	3	0	0	3
		<b>14-15</b>	<b>4-6</b>	<b>0</b>	<b>17</b>

<b>SPRING SEMESTER</b>					
ACC 121	Prin of Managerial Accounting	3	2	0	4
COM 231	Public Speaking	3	0	0	3
ENG 111	Writing and Inquiry	3	0	0	3
MAT 143	Quantitative Literacy	2	2	0	3
MED 118	Medical Law & Ethics	2	0	0	2
PSY 150	General Psychology	3	0	0	3
		<b>16</b>	<b>4</b>	<b>0</b>	<b>18</b>

<b>FALL SEMESTER</b>					
GRO 120	Gerontology	3	0	0	3
OST 148	Medical Insurance & Billing	3	0	0	3
OST 247	Procedure Coding	2	2	0	3
OST 248	Diagnostic Coding	2	2	0	3
OST 280	Electronic Health Records	3	0	0	3
		<b>13</b>	<b>4</b>	<b>0</b>	<b>15</b>

<b>SPRING SEMESTER</b>					
HMT 211	Long-Term Care Admin	3	0	0	3
HMT 212	Mgmt of Healthcare Organizations	3	0	0	3
OST 249	Med Coding Certification Prep	3	2	0	4
OST 250	Long Term Care Coding	2	2	0	3
WBL 111	Work-Based Learning	0	0	10	1
WBL 115	Work-Based Learning Seminar	1	0	0	1
XXX	Humanities / Fine Arts	3	0	0	3
		<b>15</b>	<b>4</b>	<b>10</b>	<b>18</b>
		<b>58-59</b>	<b>16-18</b>	<b>0</b>	<b>68</b>

**TOTAL SEMESTER HOURS REQUIRED FOR ASSOCIATE DEGREE: 68**

## Program CONTACTS

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