











Curriculum Summary





04/18/2014 - 05/13/2014




NEW COURSES					
COURSE	PROPOSAL TYPES	EFF DATE	JUSTIFICATION	CHANGES	
REVISED COURSES					
COURSE	PROPOSAL TYPES	EFF DATE	JUSTIFICATION	CHANGES	
CU 202 Word II CC Approval: 05/10/2014	Min Credits	Min Hours	2014 Summer	Include CU 102 as a prerequisite. CU 102 is part of CU 105. CU 105 includes CU 103 Excel but is not a requirement for CU 202. This was included previously but was omitted in the Active course.	
	Lecture:	3.00			33.00
	Lab:				0
	Clinical:				0
	Field:				0
	Systems:				0
	Quarterly:	3.00			
Modified Course Proposal					
EDUC& 205 Introduction to Education w/ Field Experience CC Approval: 05/10/2014	Min Credits	Min Hours	2014 Summer	CAP	
	Lecture:	4.30			47.00
	Lab:				0
	Clinical:				0
	Field:	0.70			38.50
	Systems:				0
	Quarterly:	5.00			
Modified Course Proposal					
HIT 105 Comprehensive Medical Terminology	Min Credits	Min Hours	2014 Fall	Change in prefix from HIM to HIT Per Association Request	
	Lecture:	5.00			55.00
	Lab:				0





CC Approval: 05/10/2014	Clinical: Field: Systems: Quarterly: 5.00	0 0 0				
Modified Course Proposal						
HIT 110 Health Care Delivery Systems CC Approval: 05/10/2014	Min Credits Lecture: 5.00 Lab: Clinical: Field: Systems: Quarterly: 5.00	Min Hours 55.00 0 0 0 0	2014 Fall		Prefix change from HIM to HIT per request from Accrediting body.	
Modified Course Proposal						
HIT 115 Health Information Technologies CC Approval: 05/10/2014	Min Credits Lecture: 3.00 Lab: 2.00 Clinical: Field: Systems: Quarterly: 5.00	Min Hours 33.00 44.00 0 0 0	2014 Fall		Prefix change from HIM to HIT per request from Accrediting body. Moved up in curriculum per request from Accrediting body. This changed the course number from 215 to 115	
Modified Course Proposal						
HIT 125 Record Content and Standards I CC Approval: 05/10/2014	Min Credits Lecture: 5.00 Lab: Clinical: Field: Systems: Quarterly: 5.00	Min Hours 55.00 0 0 0 0	2014 Fall		Prefix change from HIM to HIT per request from Accrediting body.	




	Modified Course Proposal					
HIT 140 Beginning Diagnostic Coding ICD-9 CC Approval: 05/10/2014		Min Credits	Min Hours	2014 Fall	We are bringing this course back temporarily due to a delay in ICD-10. It will be used only for the Reimbursement Certificate students who will graduate prior to ICD-10 implementation.	
	Lecture:	2.00	22.00			
	Lab:		0			
	Clinical:		0			
	Field:		0			
	Systems:		0			
	Quarterly:	2.00				
	Modified Course Proposal					
HIT 141 Outpatient Diagnostic Coding CC Approval: 05/10/2014		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body. Change of pre-reqs due to reorganization of courses	
	Lecture:	2.00	22.00			
	Lab:		0			
	Clinical:		0			
	Field:		0			
	Systems:		0			
	Quarterly:	2.00				
	Modified Course Proposal					
HIT 142 Physician Reimbursement and Revenue Cycle CC Approval: 05/10/2014		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body.	
	Lecture:	4.00	44.00			
	Lab:		0			
	Clinical:		0			
	Field:		0			
	Systems:		0			
	Quarterly:	4.00				
	Modified Course Proposal					
HIT 151 Insurance/Claims Processing		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body.	
	Lecture:	5.00	55.00			
	Lab:		0			

CC Approval: 05/10/2014	Clinical:	<input type="text"/>	0			
	Field:	<input type="text"/>	0			
	Systems:	<input type="text"/>	0			
	Quarterly:	5.00	<input type="text"/>			
Modified Course Proposal						
HIT 152 Advanced Outpatient Coding CC Approval: 05/10/2014		Min Credits	Min Hours	2014 Fall	Change grading method to letter or s/u to be consistent with other HIM courses	
	Lecture:	5.00	55.00			
	Lab:	<input type="text"/>	0			
	Clinical:	<input type="text"/>	0			
	Field:	<input type="text"/>	0			
	Systems:	<input type="text"/>	0			
	Quarterly:	5.00	<input type="text"/>			
Modified Course Proposal						
HIT 160 Pathophysiology CC Approval: 05/10/2014		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body.	
	Lecture:	5.00	55.00			
	Lab:	<input type="text"/>	0			
	Clinical:	<input type="text"/>	0			
	Field:	<input type="text"/>	0			
	Systems:	<input type="text"/>	0			
	Quarterly:	5.00	<input type="text"/>			
Modified Course Proposal						
HIT 170 CPT Coding CC Approval: 05/10/2014		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body. Moved up in curriculum per request from Accrediting body. This changed the course number from HIM 216 to	
	Lecture:	5.00	55.00			
	Lab:	0	0			
	Clinical:	<input type="text"/>	0			
	Field:	<input type="text"/>	0			
	Systems:	<input type="text"/>	0			
	Quarterly:	5.00	<input type="text"/>			

		Modified Course Proposal			HIT 170	
HIT 175 Healthcare Statistics and Data Quality CC Approval: 05/10/2014		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body. Moved up in curriculum per request from Accrediting body. This changed the course number from HIM 241 to HIT 175	
	Lecture:	5.00	55.00			
	Lab:		0			
	Clinical:		0			
	Field:		0			
	Systems:		0			
	Quarterly:	5.00				
	Modified Course Proposal					
HIT 185 Medical Reimbursement Specialist Clinical CC Approval: 05/10/2014		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body.	
	Lecture:		0			
	Lab:		0			
	Clinical:	3.00	99.00			
	Field:		0			
	Systems:		0			
	Quarterly:	3.00				
	Modified Course Proposal					
HIT 186 Outpatient Coding Clinical CC Approval: 05/10/2014		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body.	
	Lecture:		0			
	Lab:		0			
	Clinical:	3.00	99.00			
	Field:		0			
	Systems:		0			
	Quarterly:	3.00				
	Modified Course Proposal					
HIT 195 Health Law and Ethics		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body.	
	Lecture:	3.00	33.00			
	Lab:		0			

CC Approval: 05/10/2014	Clinical: <input type="text"/> 0 Field: <input type="text"/> 0 Systems: <input type="text"/> 0 Quarterly: 3.00 <input type="text"/>	<input type="text"/> 0 <input type="text"/> 0 <input type="text"/> 0 <input type="text"/>			Change in pre-requisites due to degree re-organization	
Modified Course Proposal						
HIT 200 Pharmacology for Health Information Technology CC Approval: 05/10/2014	<input type="text"/> Min Credits <input type="text"/> Min Hours Lecture: 2.00 <input type="text"/> 22.00 Lab: <input type="text"/> 0 Clinical: <input type="text"/> 0 Field: <input type="text"/> 0 Systems: <input type="text"/> 0 Quarterly: 2.00 <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	2014 Fall		Prefix change from HIM to HIT per request from Accrediting body. Moved down in curriculum. This changed the course number from HIM 150 to HIT 200	
Modified Course Proposal						
HIT 210 Revenue Cycle CC Approval: 05/10/2014	<input type="text"/> Min Credits <input type="text"/> Min Hours Lecture: 4.00 <input type="text"/> 44.00 Lab: 1.00 <input type="text"/> 22.00 Clinical: <input type="text"/> 0 Field: <input type="text"/> 0 Systems: <input type="text"/> 0 Quarterly: 5.00 <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	2014 Fall		Prefix change from HIM to HIT per request from Accrediting body.	
Modified Course Proposal						
HIT 221 Intermediate Coding CC Approval: 05/10/2014	<input type="text"/> Min Credits <input type="text"/> Min Hours Lecture: 4.00 <input type="text"/> 44.00 Lab: 1.00 <input type="text"/> 22.00 Clinical: <input type="text"/> 0 Field: <input type="text"/> 0 Systems: <input type="text"/> 0 Quarterly: 5.00 <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	2014 Fall		Prefix change from HIM to HIT per request from Accrediting body.	

	Modified Course Proposal					
HIT 222 Health Records In Alternative Care CC Approval: 05/10/2014		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body.	
	Lecture:	3.00	33.00			
	Lab:		0			
	Clinical:		0			
	Field:		0			
	Systems:		0			
	Quarterly:	3.00				
	Modified Course Proposal					
HIT 225 Record Content and Standards II CC Approval: 05/10/2014		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body.	
	Lecture:	5.00	55.00			
	Lab:		0			
	Clinical:		0			
	Field:		0			
	Systems:		0			
	Quarterly:	5.00				
	Modified Course Proposal					
HIT 242 Leadership and Management I CC Approval: 05/10/2014		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body. This course is becoming part of a 2 course series - name change to reflect part I and II	
	Lecture:	5.00	55.00			
	Lab:		0			
	Clinical:		0			
	Field:		0			
	Systems:		0			
	Quarterly:	5.00				
	Modified Course Proposal					
HIT 245 Advanced Coding		Min Credits	Min Hours	2014 Fall	Prefix change from HIM to HIT per request from	
	Lecture:	3.00	33.00			
	Lab:	2.00	44.00			

CC Approval: 05/10/2014	<table border="1"> <tr> <td>Clinical:</td> <td></td> <td>0</td> </tr> <tr> <td>Field:</td> <td></td> <td>0</td> </tr> <tr> <td>Systems:</td> <td></td> <td>0</td> </tr> <tr> <td>Quarterly:</td> <td>5.00</td> <td></td> </tr> </table> <p>Modified Course Proposal</p>	Clinical:		0	Field:		0	Systems:		0	Quarterly:	5.00			Accrediting body.																								
Clinical:		0																																					
Field:		0																																					
Systems:		0																																					
Quarterly:	5.00																																						
HIT 250 Coding Specialist CC Approval: 05/10/2014	<table border="1"> <thead> <tr> <th></th> <th>Min Credits</th> <th>Max Credits</th> <th>Min Hours</th> <th>Max Hours</th> </tr> </thead> <tbody> <tr> <td>Lecture:</td> <td></td> <td></td> <td>0</td> <td>0</td> </tr> <tr> <td>Lab:</td> <td></td> <td></td> <td>0</td> <td>0</td> </tr> <tr> <td>Clinical:</td> <td>2.00</td> <td>5.00</td> <td>66.00</td> <td>165.00</td> </tr> <tr> <td>Field:</td> <td></td> <td></td> <td>0</td> <td>0</td> </tr> <tr> <td>Systems:</td> <td></td> <td></td> <td>0</td> <td>0</td> </tr> <tr> <td>Quarterly:</td> <td>2.00</td> <td>5.00</td> <td></td> <td></td> </tr> </tbody> </table> <p>Modified Course Proposal</p>		Min Credits	Max Credits	Min Hours	Max Hours	Lecture:			0	0	Lab:			0	0	Clinical:	2.00	5.00	66.00	165.00	Field:			0	0	Systems:			0	0	Quarterly:	2.00	5.00			2014 Fall	Prefix change from HIM to HIT per request from Accrediting body.	
	Min Credits	Max Credits	Min Hours	Max Hours																																			
Lecture:			0	0																																			
Lab:			0	0																																			
Clinical:	2.00	5.00	66.00	165.00																																			
Field:			0	0																																			
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HIT 254 Leadership and Management II CC Approval: 05/10/2014	<table border="1"> <thead> <tr> <th></th> <th>Min Credits</th> <th>Max Credits</th> <th>Min Hours</th> <th>Max Hours</th> </tr> </thead> <tbody> <tr> <td>Lecture:</td> <td></td> <td></td> <td>0</td> <td>0</td> </tr> <tr> <td>Lab:</td> <td>3.00</td> <td>5.00</td> <td>66.00</td> <td>110.00</td> </tr> <tr> <td>Clinical:</td> <td></td> <td></td> <td>0</td> <td>0</td> </tr> <tr> <td>Field:</td> <td></td> <td></td> <td>0</td> <td>0</td> </tr> <tr> <td>Systems:</td> <td></td> <td></td> <td>0</td> <td>0</td> </tr> <tr> <td>Quarterly:</td> <td>3.00</td> <td>5.00</td> <td></td> <td></td> </tr> </tbody> </table> <p>Modified Course Proposal</p>		Min Credits	Max Credits	Min Hours	Max Hours	Lecture:			0	0	Lab:	3.00	5.00	66.00	110.00	Clinical:			0	0	Field:			0	0	Systems:			0	0	Quarterly:	3.00	5.00			2014 Fall	Prefix change from HIM to HIT per request from Accrediting body. Change in name to reflect two course series in preparation for updated curriculum	
	Min Credits	Max Credits	Min Hours	Max Hours																																			
Lecture:			0	0																																			
Lab:	3.00	5.00	66.00	110.00																																			
Clinical:			0	0																																			
Field:			0	0																																			
Systems:			0	0																																			
Quarterly:	3.00	5.00																																					
HIT 255 Professional Practice Experience CC Approval: 05/10/2014	<table border="1"> <thead> <tr> <th></th> <th>Min Credits</th> <th>Max Credits</th> <th>Min Hours</th> <th>Max Hours</th> </tr> </thead> <tbody> <tr> <td>Lecture:</td> <td></td> <td></td> <td>0</td> <td>0</td> </tr> <tr> <td>Lab:</td> <td></td> <td></td> <td>0</td> <td>0</td> </tr> <tr> <td>Clinical:</td> <td>3.00</td> <td>5.00</td> <td>99.00</td> <td>165.00</td> </tr> <tr> <td>Field:</td> <td></td> <td></td> <td>0</td> <td>0</td> </tr> </tbody> </table>		Min Credits	Max Credits	Min Hours	Max Hours	Lecture:			0	0	Lab:			0	0	Clinical:	3.00	5.00	99.00	165.00	Field:			0	0	2014 Fall	Prefix change from HIM to HIT per request from Accrediting body.											
	Min Credits	Max Credits	Min Hours	Max Hours																																			
Lecture:			0	0																																			
Lab:			0	0																																			
Clinical:	3.00	5.00	99.00	165.00																																			
Field:			0	0																																			

	Systems:			0	0			
	Quarterly:	3.00	5.00					
Modified Course Proposal								

DELETE COURSES

COURSE	EFF DATE	JUSTIFICATION
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NEW DEGREES/CERTIFICATES

DEGREE	PROPOSAL TYPES	EFF DATE	JUSTIFICATION
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MODIFY DEGREES/CERTIFICATES

DEGREE	PROPOSAL TYPES	EFF DATE	JUSTIFICATION
Health Information Technology: CC Approval: 05/10/2014	ADMISSION REQUIREMENTS		Name change required by our Accrediting Body from HIM to HIT (HIM now reserved for the Bachelor degree). Making a few programmatic changes in anticipation of also offering an AAS-T in the future and curriculum changes required by our Association.
	Units		
	Coursework for Entry: (15 credits)		
	Units		
	These courses must be completed before beginning the HIT technical core requirements. All of the courses must be completed with a grade of "C" or better within two attempts.		
	ENGL& 101 English Composition I		
	5		
	BUS 110 Business Math		
	5		
	BIOL& 175 Human Biology w/Lab		
5			
Non-Academic Program Entry Requirements:			
Units			
Students are required to have internet access with			

reliable computer hardware and software. For more information go to www.tacomacc.edu/onlineclasses/computerrequirements/		
Students must be familiar with and comfortable using computers. Those who need remedial computer training should take TCC's CU 100 course (2 credits) prior to program entry		
Students are required to use Microsoft Office programs, specifically Word and PowerPoint. Those who are uncomfortable with either of these applications should take CU 102 Word I (2 credits) and/or CU 104 PowerPoint (1 credit) prior to program entry		
Professional Practice Experience internships for the program, "Capstone" courses, will require: *Criminal and federal fraud *background checks *Health insurance *Immunizations *Vehicle insurance (where applicable) *40-80 hours of in person, on site clinical visitations		
DEGREE COMPLETION REQUIREMENTS		
Units		
Technical Core Requirements:		
Units		
CU 105 Word I & Excel I		
5		
HIT 105 Comprehensive Medical Terminology		
5		
HIT 110 Health Care Delivery Systems		
5		
HIT 115 Health Information Technologies		
5		
HIT 125 Record Content and Standards I		
5		
HIT 141 Outpatient Diagnostic Coding		
2		

HIT 160 Pathophysiology		
5		
HIT 170 CPT Coding		
5		
HIT 175 Healthcare Statistics and Data Quality		
5		
HIT 195 Health Law and Ethics		
3		
HIT 200 Pharmacology for Health Information Technology		
2		
HIT 210 Revenue Cycle		
5		
HIT 221 Intermediate Coding		
5		
HIT 225 Record Content and Standards II		
5		
HIT 242 Leadership and Management I		
5		
HIT 245 Advanced Coding		
5		
HIT 254 Leadership and Management II		
3 - 5		
HIT 255 Professional Practice Experience		
3 - 5		
IT 230 Introduction to Project Management		
2		
HIT 250 Coding Specialist		
2 - 5		
or		
HIT 251 Documentation Improvement Practitioner		
0		
Additional course to prepare for Outpatient Coding Credentials:		
Units		
Students who wish to sit for the outpatient coding credential of CPC or CCS-P to complement their AAS degree and RHIT credential may wish to take the additional elective		

	of HIT 152 Advanced Outpatient Coding (5 credits) and/or HIT 186 Outpatient Coding Clinical (3 credits). Total Units 10 - 97		
Medical Registration & Admissions Specialist: CC Approval: 05/10/2014	Non-Academic Program Requirements: Units This certificate has an optional internship - if chosen, the student will need to have: 1. Criminal and federal fraud background checks 2. Health insurance 3. Immunizations CERTIFICATE COMPLETION REQUIREMENTS Units Core Requirements: Units HIT 105 Comprehensive Medical Terminology 5 MO 110 Medical Office Procedures 5 HIT 110 Health Care Delivery Systems 5 HIT 125 Record Content and Standards I 5 General Education Requirements: Units MATH 085 Introduction to Elementary Algebra 5 CU 105 Word I & Excel I 5 BUS 110 Business Math 5 ENGL& 101 English Composition I 5		Some course prefixes changed from HIM to HIT

	BIOL& 175 Human Biology w/Lab 5 Optional Internship: Units Students can also take a 2 credit optional internship if they so choose. MO 241 Clinical Applications for Medical Office 0 - 2 Total Units 0 - 47		
Medical Reimbursement Specialist: CC Approval: 05/10/2014	ADMISSION REQUIREMENTS Units Coursework for Entry: (5 credits) Units Must be completed before beginning the Medical Reimbursement Specialist certificate Technical Core Requirements and must be completed with a grade of "C" or better within two attempts. ENGL& 101 English Composition I 5 Non-Academic Program Entry Requirements: Units Students are required to have internet access with reliable computer hardware and software. For more information go to www.tacomacc.edu/onlineclasses/computerrequirements/ Students must be familiar with and comfortable using computers. Those who need remedial computer training should take TCC's CU 100 course (2 credits) prior to program entry. Students are required to use Microsoft Office programs, specifically Word and PowerPoint. Those who are uncomfortable with either of these applications should		We have found that the pre-reqs for this certificate were preventing access to this certificate. We are pulling the certificate out of the first year of the HIT program to make a separate stand alone certificate so that the pre-reqs can be lowered and allow more students to access this viable career path.

take CU 102 Word I (2 credits) and/or CU 104 PowerPoint (1 credit) prior to program entry.		
Professional Practice Experience internships for the program, "Capstone" courses, will require:		
*Criminal and federal fraud background checks		
*Health insurance		
*Immunizations		
*Vehicle insurance (where applicable)		
*40-80 hours of in person, on site clinical visitations		
CERTIFICATE COMPLETION REQUIREMENTS		
Units		
Technical Core Requirements:		
Units		
BUS 110 Business Math		
5		
CU 105 Word I & Excel I		
5		
HIT 105 Comprehensive Medical Terminology		
5		
HIT 110 Health Care Delivery Systems		
5		
HIT 141 Outpatient Diagnostic Coding		
2		
HIT 151 Insurance/Claims Processing		
5		
HIT 170 CPT Coding		
5		
HIT 185 Medical Reimbursement Specialist Clinical		
3		
HIT 195 Health Law and Ethics		
3		
HIT 110 Health Care Delivery Systems		
5		
Total Units		
0 - 48		

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DELETE DEGREES/CERTIFICATES

DEGREE	EFF DATE	JUSTIFICATION
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PACKAGES

COURSE ID	PACKAGE DESCRIPTION - PROPOSAL TYPES	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
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