



Health Care Administration (A.A.S Degree Program) Recommended Course Sequence –60 Credits

Sem	Code	Recommended Course Sequence By Semester	Prerequisites	Credits	Semesters				
					1	2	3	4	5
1st	BIO125	Medical Terminology with Basic Human Anatomy	None	3					
	ENG001	Basic Skills English	Placement by Exam	0					
	ENG002	Basic Skills Reading	Placement by Exam	0					
	HCA101	Introduction to Health Care Management	None	3					
	ALH215	Understanding Health Insurance	None	3					
Total Credits:				9					
2nd	ALH175	Law and Ethics for Allied Health Professionals	None	3					
	OFT101	Computer Applications	None	3					
	ENG101	English Composition	ENG001 & ENG 002/Placement by Exam	3					
	HCA120	ICD Coding	ALH215 and BIO125	3					
	MAT001	Basic Skills Math	None	0					
Total Credits:				12					
3rd	MAT101	College Math	MAT 001/Placement by Exam	3					
	HCA130	CPT Coding	ALH215 & BIO125	3					
	HCA180	Health Records: Data Content and Structure	ALH215	3					
	SPH101	Interpersonal Communication	None	3					
	Elective	Any 3-credit course in the Arts and Sciences	None	3					
Total Credits:				15					
4th	ENG103	Business Communication	None	3					
	HCA200	Computerized Medical Billing	ALH215 & OFT101	3					
	HCA210	Hospital Coding	ALH215, BIO125, HCA120& HCA130	3					
	HCA220	Health Care Finance	None	3					
	Elective	Any 3-credit course in the Arts and Sciences	None	3					
Total Credits:				15					
5th	ALH305	Pharmacology for Allied Health Professionals	None	3					
	Elective	Any 3-credit course in the Arts and Sciences	None	3					
	HCA295	Health Care Administration Externship	Dept. Chair Approval	3					
Total Credits:				9					

<i>Liberal Arts and Sciences - Social Science Area</i>				
Code	Name of Course	Prereq.	C	H
HIS101	Introduction to American History	None	3	3
PSY101	Introduction to Psychology	None	3	3
SOC101	Introduction to Sociology	None	3	3
SOC105	Sociology of Gender	None	3	3
SOC205	World Cultures	None	3	3
SOC210	Sociology of Death and Dying	None	3	3

<i>Liberal Arts and Sciences - Humanities Area</i>				
Code	Name of Course	Prereq.	C	H
ENG102	English Literature	None	3	3
<i>Electives in Allied Health Discipline</i>				
ALH225	Nutrition and Health Education	None	3	3

Academic continuation in the HCA program requirements:

- A grade of C or better is required in all HCA courses. Student must retake any HCA course in which he /she receives a grade lower than C.