

This program prepares students for employment as health care services supervisors in mid-management positions in the health field. Leadership, legal aspects, budgeting, safety and management are integral components of this program.

This program is an intermediate step toward the Associate in Science degree in Health Services Management.

For additional information check our website SJRstate.edu under Workforce Education or call 904-808-7465.

CERTIFICATE SPECIFIC COURSES:

CGS	1100	Microcomputer Applications	3
+	CGS	1515 Spreadsheet Concepts for Business	3
+	GEB	2214 Business Communications	3
+	HIM	1000 Introduction to Health Information Management	3
+	HIM	1500 Quality Management	3
+	HIM	2432 Concepts of Disease	3
+	HSA	2252 Health Care Coding.....	3
	HSC	1000 Introduction to Health Care Delivery System.....	3
	HSC	1531 Medical Terminology.....	3
	HSC	1641 Legal and Ethical Issues for Healthcare Providers.....	3
	MAN	2021 Principles of Management	3

REQUIRED TOTAL CREDIT HOURS **33**

+Prerequisite courses required. See course descriptions in catalog.

