



OFFICE MANAGEMENT - MEDICAL (#0433)

Term/Yr	Create Your Own Personal Course Map	Credits	Term	Recommended Course Map	Notes
			1st Semester	CGS 1100 Microcomputer Application Software (3)	
				HSC 1531 Medical Terminology (3)	
				FIN 1100 Personal Finance	
			2nd Semester	HSC 1000 Intro to Health Care Delivery Systems (3)	
				HSA 1255 Office Management in Health Sciences Profession	Prerequisite: CGS 1100. SPRING ONLY, online
				CGS 1515 Spreadsheet Concepts for Business † (3)	Prerequisite: CGS 1100
			3rd Semester	GEB 1011 Introduction to Business	
			4th Semester	GEB 2214 Business Communications † (3)	Prerequisite: Test scores at the Composition I level or completion of ENC 0025 or ENC 1101 with a grade "C" or higher
				HSC 1641 Legal and Ethical Issues for Healthcare Providers (3)	
			5th Semester	Elective (4)	See elective choices below
				Elective (3)	
			6th Semester		

Total Credits Needed 34
 Total Credits Earned: 0
 Percentage of Completion: 0%

Legend:*
 College Credit Certificates:

Electives (Choose 7 hours total): BSC 2085 Human Anatomy and Physiology (3); BSC 2085L (1); HIM 2432 Concepts of Disease (3); HSC 2930 Capstone (3)

† Prerequisite course required - See Catalog

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