

PROGRAM APPROVAL APPLICATION
NEW or SUBSTANTIAL CHANGE or LOCALLY APPROVED
(This application may not exceed 3 pages)

Fill In Form

Health Information Technology
Proposed Program Title
1/1/2017
Projected Program Start Date
Glendale Community College
College
District; Glendale Community College District

Contact Information

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Title
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Goal(s) of Program (Check all that apply):

Career Technical Education (CTE) Transfer Other

Type of Program (Check all that apply):

Certificate of Achievement 12-17 (or 17-27 quarter) units Certificate of Achievement 18+ semester (or 27+ quarter) units
 Associate of Science Degree Associate of Arts Degree

Reason for Approval Request (Check One):

New Program Substantial Change Locally Approved

Program Information

1223.00 Recommended [Taxonomy of Program \(TOP\) Code](#)
44 Units for Major-Degree
60 Total Units for Degree
44 Required Units-Certificate

Written Form

1. Insert the description of the program as it will appear in the catalog. (See PCAH pp. 142 and 170)

Health Information Technology Associate in Science degree program prepares students for a position as a Health Information Technician. Health Information Technicians perform computer and manual technical and organizational activities with medical records/health information including collecting, analyzing, integrating, protecting, securing and managing health care information work in various health care settings.

2. Provide a brief rationale for the program.

The Health Information Technology program strategically supports the objectives of the Glendale Community College mission. As indicated in the mission, a cornerstone of the college is to provide education beyond the high school level for vocational competence and/or occupational certification. This training program is proposed to support many health care occupations in the health care technology business and industry.

Certificates are awarded upon completion of the requirements for the occupation-centered curriculum. Courses offered in these programs serve three groups of students: those training for entry-level positions; those preparing for advancement on the job; and those seeking to improve skills to meet new job requirements. Thus, students are offered a balance of technical and general education.

3. Summarize the Labor Market Information (LMI) and employment outlook (including citation for the source of the data) for students exiting the program. (See PCAH pp. 85-88, 136, 147, 148, 165, 168, and 176)

According to the U.S. Bureau of Labor Statistics (BLS), job prospects should be “very good” for Health Information Technicians, which are included under the broader category of medical records and health information technicians. BLS projections indicate that employment of professionals in this field will increase 22% between 2014 and 2024, which is much faster than the average for all occupations.* The BLS attributes this growth to an increase in the use of electronic medical records, the health problems associated with an expanding elderly population and the rising number of medical treatments, tests and procedures being performed today.

4. List similar programs at other colleges in the Los Angeles and Orange County Region which may be adversely impacted. (There is space for 10 listings, if you need more, please contact laocrc@sccollege.edu)

College	Program	Who You Contacted	Outcome of Contact
East Los Angeles Community College	A.S. Degree in Health Information Technology	Monica Thurston	Positive
Saddleback Community College	A.S. Degree in Health Information Technology	Safia Mamoon	Positive

5. List all courses required for program completion, including core requirements, restricted electives and prerequisites. (There is space for 20 listings, if you need more, please contact laocrc.sccollege.edu). (See PCAH pp. 143 and 171)

Courses	Course Number	Course Title	Units
Medical Office Administration	MOA 180	Electronic Health /Medical Records	3
Medical Office Administration	MOA 182	Medical Terminology	5
Health Information Technology	HIT 193	Current Procedural Terminology (CPT) Coding	3
Biology	BIO 114	Human Form and Function	3
Health Information Technology	HIT 194	International Classification of Diseases (ICD) Clinical Modification (CM) Version 10	3
Health Information Technology	HIT 182	Legal Aspects of Health Care and Ethics	3
Health Information Technology	HIT 190	Computer Basics for EHR	3
Health Information Technology	HIT 196	Med Insurance and Reimbursement	4
Health Information Technology	HIT 195	International Classification of Disease (ICD) Procedure Coding System (PCS) Version 10	3
Health Information Technology	HIT 187	Disease Process	3
Health Information Technology	HIT 184	Health Care Delivery Systems	2
Health Information Technology	HIT 186	Healthcare Quality Management	3
Health Information Technology	HIT 196	Health Care Data Reporting	3
Business Administration	BUSAD 050	Internship	3

6. Include any other information you would like to share.

The total number of certificates awarded for Medical Billing and Coding between 2011-2014 was 74. The total number of certificates awarded for Dental Front Office/Billing & Coding between 2011-2014 was 30. These numbers represent the highest number of certificates awarded are the third highest in the college and some of the highest within the Business Division. The number of certificates awarded reflects strong student interest in the administrative medical field. The Business Division recently archived its Medical Transcription program due to industry changes requiring the use of electronic medical records. This program is designed to fill that need. Counselor feedback indicates that students are interested in pursuing more advanced options beyond the certificates listed above. This correlates with instructor feedback received from students who are already working in the medical field but who wish to pursue a different certificated focus in the administrative medical field. Often these students wish to grow academically and professionally. As a result of changes to federal laws, students are now becoming more interested in the field of health information. Students' interest is determined by the fact that we have been able to fill classes with students although we have never marketed our existing courses.