



MEDICAL CODING

1. Successful completion of high school biology course with a laboratory (taken within the last five years) with a minimum grade of “C”.
2. All applicants must supply a letter from their employer supporting the need for these courses or a letter describing how this certificate will assist them in their current job.
3. All applications must be approved by the Program Director of the Health Information Technology program.

PLEASE NOTE:

Applicants to certain programs should be aware that a criminal background check will be required while they are enrolled in the program or as a condition of employment in the field; certain internship and/or practicum sites, such as health care facilities, may limit or deny clinical privileges to those who have a prior or current criminal record; and certain licensing boards may refuse to issue a license to practice based upon prior or current criminal offense(s). To learn more about whether the program or profession in which you are interested has such requirements or limitations, please see the department chair.

Applicants who consider a career in nursing or any other of the allied health professions should be aware that during the course of their education and subsequent employment, they will be working in situations where exposure to infectious diseases is probable. This is an occupational risk for all health care workers. Persons should not become health care workers unless they recognize and accept this risk. Proper education and strict adherence to well-established infection control guidelines, however, can reduce the risk to a minimum. Thorough education in infection control procedures is an integral part of each health care program.

Additionally, applicants should be aware that exposure to natural rubber latex (NRL) is likely. Individuals exposed to NRL products may develop allergic reactions such as skin rashes; hives; nasal, eyes, or sinus symptoms; and, rarely, shock.