# What You Need to Know About...

## Health Information Management Technology Associate of Applied Degree Program (HI13)

<table>
<thead>
<tr>
<th>Type of Award</th>
<th>AAS - Associate of Applied Science</th>
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<tbody>
<tr>
<td>Program Description</td>
<td>The health information technology program is a sequence of courses designed to provide students with the technical knowledge and skills necessary to manage, maintain, analyze, and report health information according to legal, accrediting, licensing, and certification standards. Students will also develop the leadership skills necessary to serve in a functional supervisory role in various components of health information. HIT involves using technology to ensure the privacy and security of health information, facilitate reimbursement, facility planning, marketing, risk management, utilization management, quality assessment and research.</td>
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<tr>
<td>Employment Opportunities</td>
<td>Health Information Technicians may work in a variety of healthcare settings which include acute care hospitals, ambulatory care facilities, physician offices, long term care facilities, behavioral health facilities, state and federal health care agencies, clinics, managed care organizations, insurance companies, consulting organizations, law firms, health data registries, and health information system vendors.</td>
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<tr>
<td>Career Path</td>
<td>Please visit <a href="http://www.hicareers.com">www.hicareers.com</a>.</td>
</tr>
<tr>
<td>Job Outlook</td>
<td><strong>Quick Facts</strong></td>
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<tr>
<td></td>
<td>2012 Median Pay $34,160 per year $16.42 per hour</td>
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<td></td>
<td>Level education at GTC Associate degree</td>
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<td>Number of Jobs, 2012 186,300</td>
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<td></td>
<td>Job growth, 2012-2020 Approximately 12,000 to 50,000 new jobs anticipated by 2017</td>
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<tr>
<td>Accreditation</td>
<td>The HIMT (Associate of Science) program is in Candidacy Status, pending accreditation review by the Commission on Accreditation for Health Informatics and Information Management (CAHIIM) <a href="http://www.cahiim.org">www.cahiim.org</a>.</td>
</tr>
<tr>
<td>General Admission Requirements to</td>
<td>• Complete an application and pay the $25 one-time application fee. You can apply online, download an application, pick one up at the Recruitment Center in Building</td>
</tr>
</tbody>
</table>
100 on campus or call us at 678-226-6616 and we'll send one in the mail. Payment of your one-time, $25 application fee — either online, by mail or in person — must be made at the time of application.

- **Submit all official records.**
  The documents you need when applying are dependent upon your admission status.

- **First-Time Applicants**
  If you are a first-time applicant with a high school diploma but no previous college credits, you should submit the following documents:
  - an official high school transcript and
  - an official record of your SAT or ACT scores; or
  - an official record of a COMPASS or ASSET exam

If you do not meet the required SAT or ACT scores, or if test results are more than 5 years old, we require that a new [COMPASS exam](#) be taken for placement.

You must be at least 16 years of age to apply, and several programs have higher age requirements. Cosmetology and health program applicants must be at least 17. Paramedic technology applicants must be 18 years old upon completion of the program.

<table>
<thead>
<tr>
<th>Admission Status</th>
<th>Please submit</th>
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<tbody>
<tr>
<td>No previous college</td>
<td>High school transcript plus SAT/ACT scores or COMPASS/ASSET score</td>
</tr>
<tr>
<td>&lt; 30 semester hours</td>
<td>Official transcript from all colleges attended, high school transcripts, and official COMPASS test scores, unless waived by college coursework</td>
</tr>
<tr>
<td>&gt; 30 semester hours</td>
<td>Official transcript from all colleges attended, official COMPASS test scores unless waived by college coursework</td>
</tr>
</tbody>
</table>

- Complete all other requirements for admission outlined in the Admission Procedures section of the college catalog.
- For more information, contact the Admissions Office at 678-226-6616 or [online](#).

- **EnrollmentSupportCenter@GwinnettTech.edu**
- Lana Hollingsworth (Enrollment Advisor) 678-226-6437

In addition to the General Admission requirements, student must meet the following eligibility criteria to be considered for selection to the program. (Meeting admission criteria does not guarantee acceptance into the program).
## Management Technology

- Attend a Health Information Technology information session;
- Complete program prerequisite courses with a grade of "C" or higher as outlined in the program application packet;

## Program Admission Process

1. Students will enter GTC under the Health Science Certificate Major in order to complete their HIT prerequisite courses.
2. After completion of prerequisite courses students will need to verify their application to be eligible for consideration into the HIT program.
3. Students will be accepted in the Fall semester. Please monitor school’s calendar for application deadlines.
4. A maximum of 20 students will be accepted to the program.
5. Acceptance will be based on the first 20 students who complete the required pre-requisite classes with at least a GPA of 2.50. GPA will be calculated using grades from all attempts at taking the pre-requisite classes.
6. Students will be required to follow the prescribed sequence of classes, since specific classes will be offered at specific times during the year.
7. The HIT Program reserves the right to make revisions in the prescribed sequence of course offerings.

## Completion Requirements

Students must successfully complete all prerequisites and program-specific courses listed in the catalog for this program with a grade of "C" or better. Students must also pass the HINT Comprehensive Exam with a "C" or better.

## Program Length

The program can be finished in six semesters of full-time enrollment or three years part time.

## Location

The program is offered on the Gwinnett Technical College Campus
5150 Sugarloaf Pkwy., Lawrenceville, GA 30043 / 770-962-7580.

## Financial Aid

http://www.gwinnettttech.edu/content.cfm?PageCode=fin_aid

## Application

https://admin11.gwinnettttech.edu/pls/ban8/bwskalog.P_DispLoginNon

## Advising

HIMT Program Director, Latunya Henderson Email: lhenderson@gwinnettttech.edu
HIMT Instructor, Andreia Ford Email: aford@gwinnettttech.edu

## Career Center

http://www.gwinnettttech.edu/content.cfm?PageCode=career_svc
There are a variety of ways to learn about job openings and potential careers. Visit the Career Services Center in Building 100. Contact us at 678-226-6252 or csreceptionist@gwinnettttech.edu.
For more information about employment opportunities including job outlook and salary information visit:
O-Net Online: http://online.onetcenter.org/
| For More Information | Tavia Thurmond, Program Support Specialist,  
**Phone:** 678.226.6404  **Email:** thurmond@gwinnettech.edu |