


What You Need to Know About...

Health Information Management Technology Associate of Applied Degree Program (HI 13)	
Type of Award	AAS - Associate of Applied Science
Program Website	http://www.gwinnettech.edu/programs.cfm?ProgramID=25
Program Description	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.
Employment Opportunities	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.
Career Path/ Jobs	<p>Please visit www.hicareers.com; www.ahima.org; www.himjobs.com; http://www.indeed.com/q-Health-Information-Management-jobs.html; http://www.advanceweb.com/jobs/search/title/health-information-management.html; http://www.careerbuilder.com/jobs/keyword/health-information-technology;</p> <p>Potential Job Titles:</p> <ul style="list-style-type: none"> Coder Coding Compliance Specialist Clinical Documentation Specialist Cancer Registry Abstracter Birth Registry Data Quality Analyst Medical Records Coordinator Health Data Analyst Health Information Documentation Specialist Health Information Technician/Specialist Health Information Quality Assistant Revenue Cycle Specialist Tumor Registrar Trauma Registrar Utilization Review Specialist Release of Information Specialist/Coordinator Vital Statistics Clerk/Coordinator

Job Outlook	<table border="1"> <tr> <td colspan="2" data-bbox="483 199 1136 261">Quick Facts</td> </tr> <tr> <td data-bbox="483 261 1136 323">2015 Median Pay</td> <td data-bbox="1136 261 1791 323">\$37,110 per year /\$17.84 per hour</td> </tr> <tr> <td data-bbox="483 323 1136 384">Entry Level Education</td> <td data-bbox="1136 323 1791 384">Associate degree</td> </tr> <tr> <td data-bbox="483 384 1136 446">Number of Jobs, 2014</td> <td data-bbox="1136 384 1791 446">188,600</td> </tr> <tr> <td data-bbox="483 446 1136 508">Job Outlook, 2014-2024</td> <td data-bbox="1136 446 1791 508">15% (Much faster than average)</td> </tr> <tr> <td data-bbox="483 508 1136 570">Employment Change, 2014-2024</td> <td data-bbox="1136 508 1791 570">29,000</td> </tr> <tr> <td colspan="2" data-bbox="483 570 1791 594"></td> </tr> </table>		Quick Facts		2015 Median Pay	\$37,110 per year /\$17.84 per hour	Entry Level Education	Associate degree	Number of Jobs, 2014	188,600	Job Outlook, 2014-2024	15% (Much faster than average)	Employment Change, 2014-2024	29,000		
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Accreditation 	<p>Accreditation</p> <p>The Health Information Management Technology (Associate of Applied Science) program is accredited by the Commission on Accreditation for Health Informatics and Information Management (CAHIIM) www.cahiim.org</p>															
General Admission Requirements to the College	<ul style="list-style-type: none"> ● 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 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: <ul style="list-style-type: none"> ● 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 <p>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.</p> <p>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</p>															

	<p>the program.</p> <table border="1" data-bbox="485 269 1785 498"> <thead> <tr> <th data-bbox="485 269 955 316">Admission Status</th> <th data-bbox="955 269 1785 316">Please submit</th> </tr> </thead> <tbody> <tr> <td data-bbox="485 316 955 363">No previous college</td> <td data-bbox="955 316 1785 363">High school transcript plus SAT/ACT scores or COMPASS/ASSET score</td> </tr> <tr> <td data-bbox="485 363 955 428">< 30 semester hours</td> <td data-bbox="955 363 1785 428">Official transcript from all colleges attended, high school transcripts, and official COMPASS test scores, unless waived by college coursework</td> </tr> <tr> <td data-bbox="485 428 955 498">> 30 semester hours</td> <td data-bbox="955 428 1785 498">Official transcript from all colleges attended, official COMPASS test scores unless waived by college coursework</td> </tr> </tbody> </table> <ul data-bbox="527 537 1717 621" style="list-style-type: none"> • 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. 	Admission Status	Please submit	No previous college	High school transcript plus SAT/ACT scores or COMPASS/ASSET score	< 30 semester hours	Official transcript from all colleges attended, high school transcripts, and official COMPASS test scores, unless waived by college coursework	> 30 semester hours	Official transcript from all colleges attended, official COMPASS test scores unless waived by college coursework
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<p>Program Enrollment Advisor</p>	<ul data-bbox="527 675 1423 732" style="list-style-type: none"> • EnrollmentSupportCenter@GwinnettTech.edu • Lana Hollingsworth (Health Care Enrollment Manager/Advisor) 678-226-6437 								
<p>Admission Requirements for Health Information Management Technology</p>	<p>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).</p> <ul data-bbox="527 886 1740 971" style="list-style-type: none"> • Attend a Health Information Management Technology monthly information session; • Complete program prerequisite courses with a grade of “C” or higher as outlined in the program application packet; 								
<p>Program Admission Process</p>	<ol data-bbox="527 1029 1791 1414" style="list-style-type: none"> 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 HIMT 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 HIMT Comprehensive Exam with a "C" or better.
Program Length	The program can be finished in four 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.gwinnettech.edu/content.cfm?PageCode=fin_aid
Application	https://admin11.gwinnettech.edu/pls/ban8/bwskalog.P_DisplLoginNon
Advising	HIMT Program Director, Latunya Henderson Email: lhenderson@gwinnettech.edu HIMT Instructor, Andreia Ford Email: aford@gwinnettech.edu
Career Center	http://www.gwinnettech.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@gwinnettech.edu . For more information about employment opportunities including job outlook and salary information visit: Occupational Outlook Handbook: http://www.bls.gov/oco/ O-Net Online: http://online.onetcenter.org/
For More Information	Tavia Thurmond, Program Support Specialist, Phone: 678.226.6404 Email: tthurmond@gwinnettech.edu