

## Transfer Guide for Health Information Management For students transferring from Borough of Manhattan Community College

The table below lists the requirements for The College of St. Scholastica's Health Information Management major and the equivalent or substitution courses that can be transferred from Borough of Manhattan Community College.

The College of St. Scholastica HIM major requirements are noted in the first column.	Borough of Manhattan Community College equivalent or substitution courses are noted in the second column.
BIO 2005 Essential Anatomy & Physiology	BIO 425 Anatomy and Physiology I (4 cr) BIO 426 Anatomy and Physiology II (4 cr)
BIO 3005 Concepts of Pathophysiology HIM 2102 Pharmacotherapeutics	HIT 206 Pathology and Pharmacology (3 cr)
HIM 2101 Medical Language	HIT 110 Medical Terminology (3 cr)
HIM 2110 Concepts & Principles of HIM	HIT 111 Introduction to Health Information Management (3 cr)
HIM 2111 HIM Technologies in Practice	CIS 207 Healthcare Information Technologies and Management Systems (4 cr)
HIM 3132 Medicolegal Issues	HIT 215 HIM Medical/Legal Applications (3 cr)
HIM 3211 Classification of Health Data: ICD coding	HIT 112 Principles of Healthcare Reimbursement (3 cr) HIT 209 ICD-CM/PCS Coding (4 cr) HIT 334 CPT/HCPCS Coding (4 cr)
HIM 4231 Clinical Quality Management	HIT 332 Performance Improvement and Data Analysis (3 cr)
HIM 4315 Management Tools and Strategies	HIT 423 Management in the HIM Department (3 cr)
HIM 4520 Directed Practice	HIT 210 Professional Practice Experience I (3 cr) HIT 430 Professional Practice Experience II (4 cr)
PSY 3331 Statistics	MAT 150 Introduction to Statistics (4 cr)
The following HIM major requirements do not have an equivalency available at the Community College. HIM 4222 Clinical Data Management (3 credits) HIM 4415 Health Data Analytics HIM 4421 Alternative Health Record Systems (2 credits) HIM 4423 HIM Research Methods (3 credits) HIM 4555 Professional Practice Placement (4 credits) HIM 4556 Seminar in Health Information Management (2 credits) HSC 2203 U.S. Health Care System (4 credits) CIS 1001 Computer Science Principles CIS 3107 Database Modeling (4 credits) CIS 3108 Systems Analysis and Design (4 credits) CIS 3205 Management Information Systems (4 credits) CIS 4108 Project Management (2 credits)	Courses that do not have an equivalency available at the community college will be completed at The College of St. Scholastica.

### General Education Requirements

In addition to completing the courses required for the major, students must also complete the College of St. Scholastica's general education requirements referred to as Veritas. Students may transfer in much of the coursework for Veritas, however, they must complete two courses at The College of St. Scholastica (CSS) that fulfill the Integrations requirement. Integrations courses are upper division courses that are intended to be writing intensive. The Veritas requirements for transfer students are noted below along with transfer courses that meet each requirement.

*First Year Composition Course:* ENG 101 English Composition

*Interpersonal Communication Course:* COM 240 Interpersonal Communication

*Math Course:* Met with statistics course required for the HIM BS degree.

*Natural Science Course:* Met by BIO 425 or BIO 426 (included in HIT AAS)

*History Course:* HIS 111, HIS 114, HIS 115, HIS 116, HIS 120, HIS 121, HIS 122, HIS 123, HIS 124, HIS 125, HIS 126, HIS 127, HIS 128, HIS 130, HIS 131, HIS 225, or HIS 226

*Social Sciences Course:* PSY 100 Introduction to Psychology

*Literature Course:* AFN 338, ASN 339, ENG 201, ENG 334, ENG 336, ENG 338, ENG 339, ENG 340, ENG 346, ENG 353, ENG 360, ENG 371, ENG 372, ENG 381, ENG 382, ENG 391, ENG 392, or ENG 393

*Fine Arts Course:* ART 101, 102, 104, 106, 107, 166, 168, 174, 183, 174, 176, 183, 221, 225, 235, 236, 251, MUS 102, MUS 103, MUS 104, MUS 105, MUS 107, or THE 100

*Philosophy Course:* PHI 100 or PHI 200

*Open Pathway Course:* Students are encouraged to complete an approved Integrations course at CSS to fulfill requirement.

*Religious Studies Course:* Students are encouraged to complete an approved Integrations course at CSS to fulfill requirement.

This guide applies to the 2019-2020 academic year and is subject to the college catalog in effect at the time of admission to the College. Students admitted as first-year students at the Duluth Campus must also complete the Dignitas requirement and language requirement unless otherwise exempt.

## Health Information Management Program

The College of St. Scholastica's Health Information Management degree is designed to shape not only your career path, but the delivery of healthcare itself. Since launching its first bachelor's HIM program back in 1934 when the industry was referred to as Medical Records, St. Scholastica has remained at the forefront as medical records technology has evolved and developed. St. Scholastica offered the first bachelor's distance program, the first online master's in HIM and the first master's program accredited by CAHIIM.

The B.S. in HIM program is offered in a fully online format. The College offers curriculum options for RHIT's with experience in the field and for those with no prior HIM experience.

### The College of St. Scholastica Health Information Management Program Benefits

- Esteemed faculty participate in active research and grants, bringing their experience directly to students
- Faculty helped write the HIM textbook used in many programs nationwide
- CAHIIM-accredited 100 percent online program
- Upon completion of this program, students are eligible to sit for the RHIA exam

### Transferring to The College of St. Scholastica

The College of St. Scholastica accepts credits in transfer to satisfy major requirements as noted in this guide. Grades earned must be a C or better for transfer. To transfer credits an official transcript must be sent directly to the College.

### Career Opportunities

The healthcare industry is booming and the use of Electronic Health Record (EHR) software nationwide has increased the need for qualified HIM professionals. The U.S. Bureau of Labor Statistics predicts a 22 percent growth rate over the next decade for HIM and related careers.

### Requirements for Admission to the Health Information Management Program

- High school diploma or GED
- Cumulative GPA of at least 2.0 for entrance into the college
- Cumulative GPA of at least 2.7 for entrance into the program

Note: Meeting minimum entrance requirements does not guarantee admission to the major. The College may still consider applicants with a lower GPA through a special status committee; contact an admissions counselor to learn more.

### St. Scholastica Graduation Requirements

- Minimum 128 semester credits earned
- Minimum 42 upper division credits (at or above the 3000 level)
- Last 32 credits taken at The College of St. Scholastica, 16 credits in the major
- Complete the requirements for general education and your major
- Meet all GPA requirements for the major
- Maximum number of PED credits that can count toward graduation is 8

### Program Start Dates

The College offers two fall starts, two spring starts and a summer start. The following application deadlines apply to each start; early submission is encouraged. Applications completed after the following deadlines will be submitted for the subsequent term.

- Fall: Aug. 5
- Fall mid-term: Sept. 30
- Spring: Dec. 9
- Spring mid-term: Feb. 17
- Summer: April 21

Additional information can be found online at [go.css.edu/BS-HIM](http://go.css.edu/BS-HIM).