

## Transfer Guide for Health Information Management Kirtland 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 Kirtland Community College.

The College of St. Scholastica HIM major requirements are noted in the first column.	Kirtland Community College equivalent or substitution courses are noted in the second column.
BIO 2005 Essential Anatomy & Physiology	BIO 10700 Essentials of Anatomy and Physiology or BIO 25000 Human Anatomy and BIO 25100 Human Physiology
BIO 3005 Concepts of Pathophysiology HIM 2102 Pharmacotherapeutics	ALH 10801 Pathology w/Pharmacology 3 cr
PSY 3331 Statistics	MTH 20600 Applications in Statistics 4 cr
HIM 2101 Medical Language	ALH 10101 Medical Terminology 2 cr
HIM 2110 Concepts & Principles of HIM	HIT 10600 Intro-Health Information Management 3 cr HIT 23200 Health Data Content and Structure 3 cr
HIM 2111 HIM Technologies in Practice	HIT 20000 Intro to Electronic Health Records 3 cr
HIM 3132 Medicolegal Issues	ALH 11300 Medical Ethics and Law 3 cr
HIM 3211 Classification of Health Data: ICD coding	HIT 21301 ICD Coding 4 cr HIT 21601 Procedure Coding 4 cr HIT 23301 Revenue Cycle and Reimbursement 4 cr
HIM 4231 Clinical Quality Management	HIT 23001 Health Statistics and Quality Improvement 4 cr
HIM 4315 Management Tools and Strategies	HIT 23102 Health Information Management II 4 cr
HIM 4520 Directed Practice	HIT 29901 Practicum-Health Information Technology 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 (4 credits) 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 (4 credits) 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)	B.S. degree requirements that are not transferred from the community college must be completed at The College of St. Scholastica

### General Education Requirements

In addition to completing the courses required for the major, the B.S. degree also requires completion of The College of St. Scholastica's General Education requirements referred to as Veritas. There are several options for meeting the Veritas general education requirements.

- The College accepts all A.A. and A.S. degrees awarded by the state of Michigan's community college system as satisfying the CSS general education requirements, except for a religious studies course and an upper division Integrations course. The religious studies requirement may be fulfilled by an approved transfer course. The Integrations requirement must be completed at CSS.
- Students may complete all remaining general education requirements through coursework taken at St. Scholastica.
- Students may complete additional transfer courses that fulfill Veritas general education requirements. Please note that students must complete two general education courses at CSS that will fulfill the upper division Integrations requirement for the Veritas General Education requirements. The remaining general education requirements may be met with approved transfer courses as noted below.

*First Year Composition:* ENG 10403 English Composition II

*Interpersonal Communication:* SPE 11400 Intro to Interpersonal/Public Communication (included in HIT AAS).

*Mathematics:* Met by Statistics course required for the HIM BS program.

*Natural Sciences:* BIO 10700 (included in the HIT AAS program) or BIO 25000 or BIO 25100.

*History:* HIS 10500, 20100, 20200, or 20400.

*Fine Arts:* ART 10000, 10103, 11700; MUS 10100, 12300, or 12500.

*Social Sciences:* ECO 20100, 20200; POL 10100; PSY 10100, 20200, 24000, 26001; or SOC 10100.

*Literature:* ENG 21400, 22500, or 23300.

*Philosophy:* PHL 21000 or can be completed at CSS.

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

*Religious Studies:* 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 and Language requirements 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).