

CSC HIM: Medical Office Specialist

The following provides information regarding courses required to complete this major at Virginia Western for planning purposes only. Please see the Academic Catalog and full disclosure statement at <http://catalog.virginiawestern.edu>.

Completed	Course	Course Title	Credit	Prerequisite	Term Offered
	AST 101	Keyboarding I	3		F, Sp, Su
	AST 107	Editing/Proofreading Skills	3		F, Sp, Su
	HIM 149	Introduction to Medical Practice Management	2		F
	HIM 226	Legal Aspects of Health Record Documentation	2		F, Sp
	HLT 143	Medical Terminology I	3	English Placement	F, Sp, Su
	AST 141	Word Processing I (Microsoft® Word)	3	AST 101	F, Sp
	HIM 253	Health Records Coding	4	Pre: HLT 143 Pre/Co: HLT 144	F, Sp
	HLT 144	Medical Terminology II	3	HLT 143	F, Sp, Su
	HIM 254	Advanced Coding and Reimbursement	4	HIM 253 HLT 144	F, Su

Total program credits: 27