



Unit of the Technical College System of Georgia - Equal Opportunity Institution

Healthcare Management Degree (Physician's Practice Management)

Campus Locations:

North Metro

College Admission

Students seeking admission to the Healthcare Management Program must be fully admitted to the college and enroll in the college's *Healthcare Science Certificate* or *Health Occupations Certificate* to take pre-admission general education courses.

Students are required to complete all of the pre-admission general education courses listed below before entering the Healthcare Management Degree program.

Pre-Admission Courses

Complete the following classes with a grade of C or higher:

| Subject | Course | Credits | Grade |
|-------------------------------------|--|---------|-------|
| ENGL 1101 | Composition and Rhetoric | 3 | |
| PSYC 1101 | Introduction to Psychology | 3 | |
| MATH 1101 OR MATH 1111 | Math Modeling OR College Algebra | 3 3 | |
| COMP 1000 | Introduction to Computers | 3 | |
| BIOL 2113 BIOL 2113L | Anatomy & Physiology I Lecture Anatomy & Physiology I Lab | 3 1 | |
| BIOL 2114 BIOL 2114L | Anatomy & Physiology II Lecture Anatomy & Physiology II Lab | 3 1 | |

Academic Advisement:

Students should email a Health Sciences Advisor with questions about admission criteria or to schedule an advisement appointment.

Courtney Green Courtney.Green@chattahoocheetech.edu North Metro, Canton
Melissa Rimoldi Melissa.Rimoldi@chattahoocheetech.edu Marietta

Program Admission

Students may apply to the HCM Degree program while enrolled in the pre-admission courses. Students will complete an application for the desired semester start (fall or spring) and submit it to the **Health Sciences Office on the North Metro Campus** by the listed deadline date. This application is available on the Healthcare Management webpage. Students will be required to have all eight (8) pre-admission courses completed (*or in progress*) with a grade of C or higher prior to starting the HCM courses.

Once received, course completion will be verified and the student's program will be changed to Healthcare Management. Students will receive an email from the HS Office indicating that their program of study has been changed.

All students accepted into the Healthcare Management program will be **required** to attend an Orientation Session. If you do not attend the Orientation, you will not be permitted to continue in the program.

Occupational Courses:

Students will complete the following courses with a grade of C or higher. Upon completion, students may petition for graduation to receive an Associate of Applied Science Degree in Healthcare Management.

The Health Care Management program is not cohort program, and students may take courses as their schedule permits. Suggested course sequence:

| Semester | Subject | Course | Credits |
|-----------------|---------------------------|---|----------------|
| 1st | SPCH 1101 or COMM 1109 | Public Speaking OR Human Communication | 3 |
| | ACCT 1100 | Financial Accounting I | 4 |
| | MGMT 1100 | Principles of Management | 3 |
| | MAST 1060 | Medical Office Procedures | 4 |
| 2nd | ACCT 1105 | Financial Accounting II | 4 |
| | MAST 2110 | Medical Coding and Insurance | 3 |
| | MGMT 2115 | Human Resource Management | 3 |
| | MAST 2100 | Electronic Medical Office Technology | 2 |
| 3rd | HUMN XXXX | Humanities Elective | 3 |
| | HIMT 1200 | Legal Aspects of Healthcare | 2 |
| | MAST 1110 | Administrative Practice Management | 3 |
| | MAST XXXX | Physician's Practice Management | 6 |
| | | Total Hours Required for the Degree | 60 |

Successful completion of the Healthcare Management program will qualify students to take the Certified Physician's Practice Manager Exam administered by American Association of Professional Coders.

(www.aapc.com)