

 **CharterOak**SM
STATE COLLEGE

Degrees Without Boundaries

**Health Care Degrees and
Certificate Programs**



**Flexible and affordable degree programs
for health care careers**



Quality Online, Accredited Educational Programs for Health Care Professionals

Charter Oak State College is leading the way in high quality, accredited online degree programs. Whether you are looking to advance your current health care career or join the health care profession, we have what you are looking for. Our online degree and certificate programs are designed for busy, working adults who need the flexibility to add to their professional credentials while pursuing their field.



Health Information Management, Bachelor of Science

Our CAHIIM Accredited Health Information Management bachelor's degree equips students with the health care knowledge and skills needed to manage patient data and improve patient care in today's health care environments. Knowledge of the electronic management of sensitive patient health information and health care organization revenue cycle management is critical for success in the health care field today. This program's comprehensive curriculum is guided by the principle of quality health care through quality information.

HIM Foundation Courses:

- Health Care Systems & Administration
- Medical Terminology

HIM Major Courses:

- Principles of Health Information Management
- Health Information Systems & Databases
- Reimbursement Methodologies
- Medical Coding & Billing I - ICD-10
- Medical Coding & Billing II - CPT
- Medical Vocabularies & Classification Systems
- Health Information Services Management & Leadership
- Health Statistics
- Electronic Health Records & Health Information Exchange
- Health Care Information Law, Privacy & Security
- Health Care Research & Quality
- Health Care Data Analytics & Information Governance
- Project Management
- Health Information Management Practicum
- Health Information Management Capstone



The HIM Bachelor of Science program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

HIM professionals work in roles such as HIM Manager/Supervisor, Electronic Health Record Manager, Revenue Cycle Manager, Privacy Officer, Medical Practice Manager, as well as many others.

Students completing the HIM degree are prepared to sit for the RHIA exam.

Health Care Administration, Bachelor of Science

The Health Care Administration bachelor's degree program is designed to provide professionals presently working in the health care industry with the knowledge required to create, implement, and efficiently administer programs and services delivered by health care organizations. The program has been carefully structured to instill a comprehensive understanding of the legal, ethical, economic, and customer service aspects of the health care industry.

Typical roles can include Clinical Manager, Hospital Administrator, Client Service Manager, Direct Care Counselor, Medical Practice Manager, Nursing Home Administrator, Medical Claims Auditor, and many more.

HCA Major Courses:

- Health Care Systems & Administration
 - Health Care Quality Concepts & Principles
 - Financial Accounting
 - Health Care Finance
 - Economics of Health & Health Care
 - Contemporary Ethical Issues in Health & Health Care
 - Regulatory & Accrediting Requirements
 - Human Resource Management
- One of the following:*
- Leadership in Health Care Administration
 - Leadership Practices
 - Team Leadership
 - Electives in Business, Management, MIS, Informatics, Health Care or in an approved related field
 - Capstone

General Studies: Health Studies Concentration

The focus of the Health Studies Concentration is to prepare health care practitioners to function in a dynamic health care environment and to expand on current knowledge and skills. It is designed to provide students with the ability to organize information for communicating clearly with consumers, the community, and members of the health care team. The Concentration defines health broadly and holistically. It requires a strong base of health knowledge and a solid understanding of the factors that influence health behaviors.

The Health Studies Concentration is designed for those who are already health care professionals. To seek the Health Studies Concentration, a student must have completed an accredited program in a health area resulting in a certificate, associate degree, or licensure.

Medical Coding, Certificate

This Certificate is designed for those interested in the profession of medical coding and wish to earn a medical coding credential from AHIMA or AAPC. The Charter Oak Certificate in Medical Coding equips students with the health care knowledge and skills needed to analyze and code patient data and improve reimbursement and data in today's health care environments. This is a 21-credit Certificate.

The U.S. Bureau of Labor Statistics reports the median annual wage for medical and health services managers was \$98,350 in April 2018 and job growth for all health care administrators is projected to grow 20% through 2026, much faster than the average for all occupations.

Medical Coding Certificate Courses:

- Anatomy & Physiology
- Pathophysiology
- Medical Terminology
- Principles of Health Information Management
- Reimbursement Methodologies
- Medical Coding & Billing I - ICD-10
- Medical Coding & Billing II - CPT

Health Information Management, Certificate

Qualify for the RHIA exam! The Certificate in Health Information Management is designed for students who have a regionally accredited bachelor's degree who wish to qualify for the Registered Health Information Administrator (RHIA) credential exam administered by AHIMA. This Certificate is 54 credits, 21 of these must be completed at Charter Oak State College.

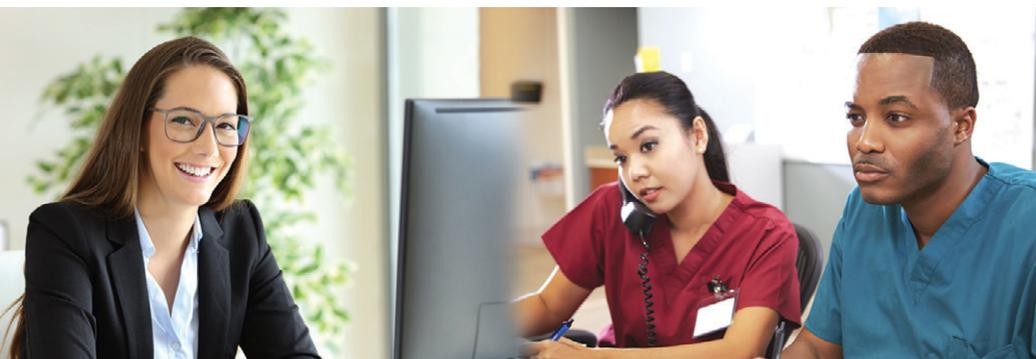
Direct Care, Certificate

Specialty Skills In Elder Care, Certificate

These Certificates provide an overview of issues in aging and the main issues direct care workers will be facing. The Certificates are designed to enhance clinical skills of direct care providers in long-term care facilities, including front line workers, receptionists, and recreation facilitators. It also provides an avenue for health care providers to move into supervisory positions and/or to further their education towards advanced degrees. Both are 12-credit certificates.

Leadership in Health Care Administration, Certificate

This Certificate is primarily intended for students who are already employed in the health care industry (clinical, allied health, insurance, medical office, etc.) and are seeking career advancement. All courses may be completed online, and all credits will apply toward degree requirements at Charter Oak State College. Courses include topics such as *Ethical Issues in Health Care*, *Economics of Health Care*, and *Health Care Law*. This is an 18-credit Certificate.



The *U.S. Bureau of Labor Statistics* cites that as the large baby-boom population ages and people remain active later in life, the health care industry as a whole will see an increase in demand for medical services including health care workers, health care facilities, and greater needs for managers who organize and manage medical information and health care staff.

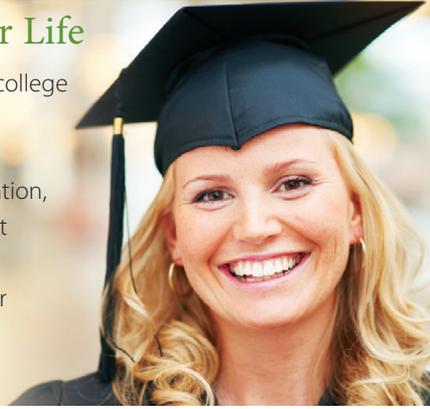


Use the Credits You've Earned! We accept credits from:

- Registered Nurse (RN): 45 credits
 - Certified Coding Specialist (CCS): 22 credits
 - Certified Professional Coder (CPC): 19 credits
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- Radiological Technologist: 33 credits
 - Respiratory Therapist: 39 credits
 - Medical Laboratory Technician: 21 credits
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- Licensed Practical Nurse (LPN): 16 credits
 - Respiratory Technician: 23 credits
 - Pharmacy Technician: 15 credits
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- Registered Health Information Technician (RHIT): 36 credits
 - Certified Professional Medical Auditor (CPMA): 25 credits
 - Certified Professional Compliance Officer (CPMO): 23 credits
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- ACE evaluated military credit

Advance your Career...Change your Life

Charter Oak State College is Connecticut's public online college offering associate and bachelor's degree programs and Certificates in a number of high-demand fields including Health Information Management, Health Care Administration, Medical Coding, as well as many other workforce relevant programs of study. Our students complete degrees and certificates by taking online courses and combining other sources of credit. Our institution is accredited by the New England Association of Schools and Colleges.



✿ *“A month prior to completing the practicum, passing the RHIA exam, and graduating I was offered a supervisory role at a major city hospital system.”*

✿ *“There is so much that HIM professionals can do to greatly improve health care just by coordinating that care among entities, all without needing to see patients directly. The work that needs to be done and the opportunity I saw to make a big difference is what attracted me to this degree.”*

Contact Us

www.CharterOak.edu/health-care // admissions@charteroak.edu // 860-515-3701

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A Connecticut State College accredited by the New England Association of Schools and Colleges.

Charter Oak State College complies with all applicable federal and state laws regarding nondiscrimination and affirmative action.