About the Online Medical Coding & Electronic Health Records Degree Option

The Online Medical Coding & Electronic Health Records Associate in Applied Science will prepare graduates for entry-level positions relevant to healthcare provider services, prepare students for upper division coursework at universities and colleges where a Bachelor’s Degree is desired, and to respond to the growing demand of medical coding employees seeking to upgrade their skills and knowledge base for career advancement with the attainment of a college degree.

All classes in the Medical Coding & Electronic Health Records program will be offered on e-Racer, CMCC’s web based delivery system which students can access through their student portal on CMConnect 24 hours a day, 7 days a week. However, this is not a self-paced program; assignments, exercises, and other requirements have due dates and each semester starts and ends on established dates.

What job opportunities will I have?

Graduates of this program are prepared to work in various health-care settings, including hospitals, clinics, physician practices, surgery centers, long-term care facilities and home health agencies. Employment opportunities are also found in nontraditional health-care areas such as insurance companies, government agencies, computer software companies, as well as with consulting firms.

What skills will I have as a graduate?

1. Demonstrate theory, technology, coding skills, and interpersonal skills that may be applied to a variety of employment settings.
2. Transfer to an advanced degrees in such areas as Health Information Technology.
3. Participate in externships for practical experience.
4. Demonstrate proficiency in: coding; regulations pertaining to privacy; computing common healthcare statistics; quality improvement standards; and coding systems utilized in healthcare.
Medical Coding & Electronic Health Records Associate in Applied Science Degree Requirements

Semester I
- BIO 115 A&P I Lecture & BIO 116 A&P I Lab 4
- MET 111 Medical Terminology 3
- ENG 101 College Writing 3
- MCO 110 Health Information Technology I 3
- COM 101 Interpersonal Communications 3

Semester II
- BIO 117 A&P II Lecture & BIO 118 A&P II Lab 4
- ENG 220 Business Communications 3
- MAT 101 Business Math 3
- PSY 101 Intro to Psychology 3
- MCO 113 Health Information Technology II 2

Semester III
- MCO 125 CPT Coding 3
- MCO 115 Health Information Technology III 2
- MCO 121 ICD Coding 3
- PSY 120 Psychology in the Workplace 3
- __________ Elective: Humanities/Social Science 3
- BUS 110 Principles of Supervision 3

Semester IV
- MCO 134 Intermediate ICD Coding 3
- MCO 150 Medical Specialties & Pathology 4
- MCO 116 Health Care Statistics 2
- MCO 136 Intermediate CPT Coding 3
- MCO 299 Practicum 3

Total Credit Requirements 62-63

*Course placement determined by assessment test scores and/or prior college course work.

**The BIO 115-118 series is the recommended sequence (but not required) for students interested in continuing their professional preparation in the field of Health Information Technology.

Medical Coding is also available online. For more information, please contact Admissions at (207) 755-5273.

Technological Requirements

Students enrolled in the program are required to have regular access to a computer running windows XP or later (Windows 7 recommended) with audio capability and a broadband internet connection. Software requirements include IE 8 or similar web browser, MS Office 2007 or 2010 (recommended). Only technology officially adopted by CMCC will be supported by CMCC’s IT Services.

What are the requirements for admission to CMCC?

A high school diploma or GED. For more information on admissions, please click on “Future Students” & then “Admissions” at www.cmcc.edu.

Are there course prerequisites to enroll in the first semester of the online Medical Coding & Electronic Health Records program?

1. SAT math score of 480 or higher, or Math Accuplacer score 41 and Algebra Accuplacer score 42.
2. SAT scores of 480 or higher in both Reading and Writing or Reading Accuplacer score 68 or higher and Write Placer Accuplacer score 6 or higher.

For more information on the Medical Coding Profession, check out these websites:

- www.ahima.org
- www.medicalbillingandcoding.org
- www.bls.gov/ooh/healthcare/medical-records-and-health-information-technicians.htm

This workforce solution was funded by a grant awarded by the U.S. Department of Labor’s Employment and Training Administration.

About Central Maine Community College

Central Maine Community College offers educational opportunities for both transfer to baccalaureate programs and career preparation. Associate in arts and associate in science degrees are designed as the first two years of a more advanced degree. The associate in applied science degree, certificates, and diplomas are designed to prepare students for direct entry into the workplace. All graduates are expected to have a set of core competencies that will enable them to be qualified and productive members of the workforce and to continue their education after they graduate and throughout their lives. Central Maine Community College is an equal opportunity employer, adaptive equipment available upon request for individuals with disabilities.