

**Healthcare Management Technology
(A25200)**

Official Program Description registered with the NC Community College System:

The Healthcare Management Technology curriculum is designed to prepare students for employment in healthcare business and financial operations. Students will gain a comprehensive understanding of the application of management principles to the healthcare environment.

The curriculum places emphasis on planning, organizing, directing, and controlling tasks related to healthcare organizational objectives, including the legal and ethical environment. Emphasis is placed on the development of effective communication, managerial, and supervisory skills.

Graduates may find employment in healthcare settings including hospitals, medical offices, clinics, long-term care facilities, and insurance companies. Graduates are eligible to sit for the Certified Patient Account Manager (CPAM) and the Certified Manager of Patient Accounts (CMPA) examinations.

Program Learning Outcomes

The Associate of Applied Science degree in Healthcare Management Technology is designed to prepare students for employment in healthcare business and financial operations. Students will gain a comprehensive understanding of the application of management principles to the healthcare environment.

Graduates of this program will:

- Apply the basic management functions of planning, organizing, staffing, directing, and controlling within the healthcare environment.
- Build an extensive medical vocabulary and apply an understanding of basic anatomical systems to the interpretation of records and reports in a variety of medical settings.
- Understand the major types of insurance plans, apply standard coding guidelines, and process third-party claims.
- Demonstrate the ability to use business and medical software in the healthcare environment.
- Demonstrate the ability to communicate effectively through written, oral and other forms of communication.
- Develop team-building skills and participate as a member of a team.
- Think and plan strategically in making healthcare business decisions.
- Demonstrate knowledge of current medical law and accepted ethical behavior in the healthcare industry.

Degree Awarded

The Associate in Applied Science Degree-Healthcare Management Technology is awarded by Pitt Community College (PCC) upon completion of this program.

Note

Pitt Community College is the degree-granting institution, and all Healthcare Management Technology (HMT) courses must be taken there. All other courses can be taken at WCC.

For More Information

The Healthcare Management Technology program is in the Business and Computer Technologies Division. For more information call (919) 739-6885, or visit us at our web site at www.waynecc.edu.

Admissions

- A high school diploma or equivalent is required.
- A placement test in English, mathematics, reading, and computer skills is required to determine the entry-level courses that match individual needs.

First Step To Enroll:

Call the Admissions and Records Office at (919) 739-6720.

			Contact Hours	Semester Credit Hours
FIRST SEMESTER				
ACA	111	College Student Success.....	1	1
BUS	110	Introduction to Business	3	3
ENG	111	Expository Writing.....	3	3
HMT	110	Introduction to Healthcare Management (PCC).....	3	3
MAT	115	Mathematical Models.....	4	3
		OR		
MAT	140	Survey of Mathematics	3	3
		OR		
MAT	161	College Algebra	3	3
OST	137	Office Software Applications	4	3
		OR		
CIS	111	Basic PC Literacy	3	2
		OR		
CIS	110	Introduction to Computers	4	3
				15-16
SECOND SEMESTER				
ACC	120	Principles of Financial Accounting	5	4
BUS	121	Business Math (PCC)	4	3
		OR		
MAT	155	Statistical Analysis (PCC)	3	3
ENG	114	Professional Research & Reporting	3	3
		OR		
ENG	112	Argument Based Research (PCC)	3	3
		OR		
ENG	113	Literature Based Research	3	3
HMT	212	Management of Healthcare Organization (PCC)	3	3
MED	121	Medical Terminology I	3	3
				16
			Contact Hours	Semester Credit Hours
SUMMER TERM				
BUS	153	Human Resources Management (PCC).....	3	3
COM	231	Public Speaking	3	3
MED	122	Medical Terminology II	3	3
MED	118	Medical Law & Ethics.....	2	2
		OR		
OST	149	Medical Legal Issues	3	3
SOC	213	Sociology of the Family.....	3	3
		OR		
PSY	150	General Psychology.....	3	3
				14-15
THIRD SEMESTER				
ACC	121	Principles of Managerial Accounting	5	4
CTS	130	Spreadsheet	4	3
HMT	210	Medical Insurance (PCC).....	3	3
HMT	211	Long-Term Care Administration (PCC)	3	3
HUM	115	Critical Thinking	3	3
				16
FOURTH SEMESTER				
ACC	140	Payroll Accounting	3	2
COE	110	World of Work	1	1

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COE 112	Co-op Work Experience I.....	20	2
HMT 220	Healthcare Financial Mgmt. (PCC)	4	4
HMT 225	Practice Mgmt. Simulation (PCC)	4	3
SPA 120	Spanish for the Workplace.....	3	3
			15
	Total Credit Hours		76-78