

CONTACT

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As a Medical Transcriptionist / Medical Language Editor, you could work in a variety of health care settings where you would transcribe and edit medical reports dictated by physicians and other health care professionals. This certificate can be an immediate pathway to a job, or a “degree building block,” which you may use as the basis for a future Associate’s Degree in Health Information Technology, or for advancement in your current career.

SEQUENCE OF COURSES

First Semester 15-16 Credits

- BIO 131 - Anatomy and Physiology
-- OR --
- BIO 101 - Introduction to Anatomy and Physiology
- HIT 106 - Medical Terminology
- HIT 107 - Medical Transcription and Correspondence
- ENG 110 - College Writing I
- BIT 100 - Keyboarding
-- OR --
- MDA 104 - Keyboarding and Medical Word Processing

Second Semester 12-13 Credits

- BIO 132 - Human Biology II
-- OR --
- MDA 211 - Medical Assisting Procedures III
- HIT 208 - Advanced Medical Transcription
- HIT 222 W - Medical Legal Aspects
-- OR --
- MDA 208 W - Medical Ethics, Law and Economics
- HIT 240 - Pathophysiology & Pharmacology
- BIT 104 - Keyboarding Speed Development

GRADUATION REQUIREMENTS:
28/30 credits

MAIN REQUIRED COURSES:

- Anatomy and Physiology
- Medical Terminology
- Medical Transcription
- Pathophysiology & Pharmacology
- Medical Legal Aspects
- English, Keyboarding

ACADEMIC PREPARATION FOR THIS PROGRAM

If you do not have the necessary academic preparation for your chosen program, you may take preparatory courses at SUNY Broome Community College to strengthen your academic background. Advisors are available to assist you in selecting appropriate preparatory coursework.

APPLY ONLINE AT

www.sunybroome.edu/apply

FOR FINANCIAL AID AND SCHOLARSHIP OPPORTUNITIES, CONTACT:

Email:
finaid@sunybroome.edu

Phone: 607-778-5028

Fax: 607-778-5451

Office:
Student Services 111

Regular Hours:
Mon - Fri, 8 am - 5 pm

Summer Hours:
Mon - Fri, 8 am - 4 pm

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