

Wisconsin Indianhead Technical College

FY20 (2019-20) Health Information Technology Program

The following is additional information about the WITC's Health Information Technology (HIT) program.
This information supplements the program webpage and district catalog.

Degree: Two-Year Associate Degree

HEALTH INFORMATION TECHNOLOGY (HIT) PROGRAM - 61 credits

The HIT program is a two year (four semester) program. Students must complete 61 credits to graduate. The program is offered online, with support services available on all four of WITC's campuses (Ashland, New Richmond, Rice Lake, and Superior) with a maximum of 32 new students each year.

While the program is offered in an online format, there is a professional practice experience, which will include time spent in a clinical site. Travel is required to clinical sites; students must provide their own transportation. Clinical site locations will vary based on availability.

PROGRAM DIRECTOR

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ACADEMIC ADMISSION REQUIREMENTS Students have 120 days to complete the application process
Students who are considering the program must meet one of the following items:

- Minimum High School GPA of 2.1
- ACT Score of 18
- Minimum College GPA 2.0 (min 3 cr)
- Associate or Bachelor Degree
- Accuplacer scores

Additional measures may be considered as determined by the counselor.

You will be admitted to the program, based on the date and time the above admission criteria is met.

Upon admission to the program, the student should meet with the program advisor for program orientation materials and to determine program sequencing and completion goals.

HIT COURSEWORK

When you successfully complete the admission requirements, you will be invited to begin your course work. The following non-core classes may be taken prior to starting the program: Medical Terminology, Oral/Interpersonal Communication, English Composition I, Intro to Psychology, Intro to Diversity Studies, General Anatomy and Physiology, and Technical Reporting.

CLASS COMMITMENT

The HIT program can be completed at a full time rate (in two years/four semesters), or part time (up to four years/eight semesters). The average amount of time spent on course work is based on course credit hours. A full time student should expect to spend up to 20-25 hours per week. This program requires a significant time commitment. Determining the rate at which to complete the HIT program should be considered, in addition to work and personal commitments.

Wisconsin Indianhead Technical College does not discriminate on the basis of race, color, religion, sex, national origin, age, disability or status in any group protected by state or local law in employment, admissions or its programs or activities. The following person has been designated to handle inquiries regarding the College's nondiscrimination policies: Amanda Gohde, Director, Human Resources, Administrative Office, 505 Pine Ridge Drive, Shell Lake WI 54871, 715-468-2815 ext. 2240, Wisconsin Relay TTY:711, amanda.gohde@witc.edu.

TRANSFER CREDIT

Official college transcripts must be submitted for any college coursework that has been completed. Official college transcripts must be sealed and sent from the sending institution. In order to graduate from the WITC HIT program, a minimum of 25% of the technical studies courses must be completed at WITC.

HIT PROGRAM STANDARDS

HIT students must complete all required courses with a 2.0 or better. Students enrolled in the HIT program may repeat only three curriculum courses, during their progress toward graduation. In addition, an HIT student may only repeat any core course once. For more information, refer to the Failure/Repeat Course Policy found in the HIT Student Handbook.

COMPUTER NEEDS

Because all HIT program courses are offered online, students are required to have 24 hour access to a computer that has high speed internet access.

CERTIFICATION EXAM

Graduates are eligible to take the Registered Health Information Technician (RHIT) certification examination through the American Health Information Management Association (AHIMA).

ACCREDITATION

The Health Information Technology (Associate Degree) program is accredited by the [Commission on Accreditation for Health Informatics and Information Management Education \(CAHIIM\)](#).

BACKGROUND CHECK AND CONVICTION RECORD

Students in the HIT program will attend clinical site(s) for their professional practice experience. These sites are regulated by state and federal government. Laws state that these sites may not hire anyone with a history of conviction of certain crimes. WITC has contacts with these sites, for the purpose of professional practice experiences. As such, WITC students are held to the same guidelines and expectations.

Before attending a clinical site, an HIT student will be asked about their conviction history. Conviction records will be obtained from a national criminal background check, the Department of Justice, and required state criminal background checks (depending on student and clinical site location).

A conviction history will not automatically prevent students from attending a clinical site, or completing the HIT program. Conviction history must be disclosed to clinical sites, who reserve the right to determine whether or not the results are acceptable for completion of the professional practice experience. The professional practice experience instructor will make up to three placement attempts. If a student is denied from three clinical sites, based on conviction history, that student will be unable to complete the professional practice course, and the HIT program.

Background check expenses are the responsibility of the student.

SCHOLARSHIPS AND FINANCIAL AID

Full time (at least 12 credits/semester) and part time students (at least 6 credits/semester) are eligible for financial aid. In addition, scholarships are available.

GRADUATE SALARY EXPECTATIONS

Graduates earn between \$31,807 - \$50,000 annually. The most recent graduate follow up study indicates the average yearly salary to be \$38,664.

FY20 (2019-20)
Checklist for Health Information Technology Admission

**** All criteria in Phase 1 must be met before moving to Phase 2 ****

Phase 1: Application for Health Information Technology Program

- WITC application including the nonrefundable \$30 application fee (fee waiver may apply if previously submitted)
- Academic admission requirements: Students who are considering the program must meet one of the following items:
 - Minimum High School GPA of 2.1
 - ACT Score of 18
 - Minimum College GPA 2.0 (min 3 cr)
 - Associate or Bachelor Degree
 - Accuplacer scoresAdditional measures may be considered as determined by the counselor
- Provide an official high school transcript or equivalent (HSED/GED). Current high school seniors must provide both a current high school transcript and a final transcript with confer date.
- Review and sign Background Check Disclosure (do not actually complete the background check at this time)
- Review and sign the Functional Ability Disclosure
- Admissions meeting with WITC counselor

Phase 2: Entry into Health Information Technology Program

- Submit Background Check fee
- Have an acceptable WI Caregiver Background Check, National Criminal Background Check, Minnesota Caregiver Background Check (if applicable), and/or other states as applicable
- Pass a physical exam, have current immunizations and demonstrate negative status for tuberculosis (Tb)
- Review and sign the Nursing & Allied Health Division Confidentiality Statement
- Review and complete the Computer Skills Inventory
- Review HIT program orientation materials
- Meet with HIT program advisor to determine program sequencing and completion goals

FY20 (2019-20)**HEALTH INFORMATION TECHNOLOGY PROGRAM**

Prices listed are approximate costs and subject to change

Application		\$30.00
Textbooks (HIT technical studies courses)		\$1,695.00
WI Caregiver Background Check		\$10.00
MN Caregiver Background Check		\$29.10
National Criminal Background Check		\$52.00
CPR for Health Care Provider (AHA)		\$51.59
FIRST TERM - TUITION/FEES: \$2,238.25		
10-501-101	Medical Terminology	\$441.75
10-501-107	Digital Literacy for Healthcare	\$296.00
10-530-162	Foundations of HIM	\$447.75
10-801-136	English Composition 1	\$441.75
10-806-177	General Anatomy and Physiology	\$611.00
SECOND TERM - TUITION/FEES: \$2220.75		
10-530-182	Human Disease for the Health Professions	\$441.75
10-530-184	CPT Coding	\$447.75
10-530-197	ICD Diagnosis Coding	\$447.75
10-801-196	Oral/Interpersonal Communications or 10-801-198 Speech	\$441.75
10-801-197	Technical Reporting	\$441.75
THIRD TERM - TUITION/FEES: \$2,266.25		
10-530-163	Healthcare Stats & Analytics	\$447.75
10-530-164	Intro to Health Care Informatics	\$447.75
10-530-178	Healthcare Law and Ethics	\$296.00
10-530-185	Healthcare Reimbursement	\$298.50
10-530-199	ICD Procedure Coding	\$298.50
10-530-165	Intermediate Coding	\$477.75
FOURTH TERM - TUITION/FEES: \$2,371.00		
10-530-161	Health Quality Management	\$447.75
10-530-166	HIT Capstone	\$150.25
10-530-167	Management of HIM Resources	\$441.75
10-530-196	Professional Practice	\$447.75
10-809-172	Intro to Diversity Studies	\$441.75
10-809-198	Introduction to Psychology	\$441.75
RHIT Certification Exam Fee		\$299.00
APPROXIMATE PROGRAM TOTAL		\$11,262.94

Transportation costs to and from clinical agencies will vary

Computer, other required hardware, or upgrade costs will be discussed on an individual basis.

Students are responsible for additional clinical agency requirements.

Students are responsible for health form costs (Tb test, Immunizations, titres, exam, etc.)