

## ASSOCIATE OF APPLIED SCIENCE DEGREE

**Health Care Specialist**

(Program approval may be pending. Ask an Advisor.)

This AAS degree provides students with the broad range of health, science, and office skills helpful for initial placement and career advancement in front and back office positions in a wide range of medical facilities such as in hospitals, doctor offices, veterinary clinics, pharmacies and long-term and in-home care facilities

<b>Orientation 1 hour</b>	
COLL	101
<b>Communications 9 hours</b>	
<b>Written Communications 6 hours from the following</b>	
ENGL	100 Mechanics of Comp (3)
ENGL	101 English Composition (3)
ENGL	102 English Composition II* (3)
ENGL	203 Technical Report Writing* (3)
<b>Oral Communications 3 hours</b>	
SPCH	101* Fundamentals of Speech (3)
<b>Mathematics 3 hours</b>	
BSAD	121* Business Mathematics (3)
<b>Missouri Constitution 3 hours from the following</b>	
PLSC	103, 104* National, State, Local Gov (3)
HIST	106 U.S. History (3)
<b>Health Sciences 17 hours</b>	
Health Care related courses from programs such as Surgical Tech, Pharmacy Tech, Certified Nurses Assistant, EMT, Paramedic, Nursing, Vet Tech, Biological Sciences, etc. (e.g. PE 115 First Aid, BIOL 185 Medical Laboratory Techniques)	
<b>Biological Sciences 5 hours</b>	
BIOL	101 General Biology (5)
BIOL	110 General Zoology (5)
BIOL	152 A & P I
<b>Business Core 13 hours</b>	
BSAD	103 Professional Development (2)
BSAD	125 Bus Computer Applications* (3)
BSAD	130 Business Correspondence* (3)
BMGT	223 Business Ethics (3)
OA	233 Medical Office Internship (2)
<b>Medical Office Specialist 9 hours</b>	
OA	212 Med Office Procedures (3)
OA	215 Medical Terminology (3)
OA	220 Medical Coding (3)
<b>Electives 3 hours</b>	
BMGT	175 Management (3)
	100 Practical Accounting (3)
	or 108 Intro to Transcription (3)
OA	or 208 Medical Word Proc Trans (3)
BSAD	160 Principles of Accounting (3)