

# ASSOCIATE OF APPLIED SCIENCE DEGREE HEALTH CARE SPECIALIST

## Recommended Program of Study

### FIRST YEAR:

#### *Fall Semester*

|              |     |                                      | Hours     |
|--------------|-----|--------------------------------------|-----------|
| COLL         | 101 | College Orientation                  | 1         |
| ENGL         | 101 | English Composition I* (or ENGL 100) | 3         |
| BSAD         | 121 | Business Math*                       | 3         |
| SPCH         | 101 | Fundamentals of Speech*              | 3         |
| BIOL         | 101 | General Biology or BIOL 152 A & P I  | 5         |
| <b>TOTAL</b> |     |                                      | <b>15</b> |

#### *Spring Semester*

|              |     |  | Hours     |
|--------------|-----|--|-----------|
| ENGL         | 102 | English Composition II* (or ENGL 101, 203)         | 3         |
| PLSC         | 103 | National, State, Local Gov (or PLSC 104, Hist 106) | 3         |
| BSAD         | 103 | Professional Development                           | 2         |
| OA           | 212 | Medical Office Procedures (Spring Only)            | 3         |
| HIT          | 220 | Medical Coding (Spring Only)                       | 3         |
| BSAD         | 125 | Computer Applications*                             | 3         |
| <b>TOTAL</b> |     |  | <b>17</b> |

### SECOND YEAR:

#### *Fall Semester*

|              |     |  | Hours        |
|--------------|-----|--|--------------|
|              |     | Health Sciences (total of 17 credits hrs needed) | 10-12        |
| OA           | 215 | Medical Terminology                              | 3            |
|              |     | Elective (see program of study for options)      | 3            |
| <b>TOTAL</b> |     |  | <b>16-18</b> |

#### *Spring Semester*

|              |     |   | Hours        |
|--------------|-----|---|--------------|
|              |     | Health Sciences (total of 17 credit hours needed) | 5-7          |
| BSAD         | 130 | Business Communications                           | 3            |
| BSAD         | 223 | Business Ethics                                   | 3            |
| OA           | 233 | Medical Office Internship                         | 2            |
| <b>TOTAL</b> |     |   | <b>13-14</b> |

**TOTAL HOURS REQUIRED 63**

\*Prerequisite required