

*School of Business and Public Services*

# Medical Billing Clerk MB21—22 Credit Hours

**Program Chair:** [tanya.johnson@westgatech.edu](mailto:tanya.johnson@westgatech.edu)

*Courses may rotate among the following locations: Carroll, Coweta, Douglas, LaGrange, Murphy and Online*

<input type="checkbox"/>	<p><b>**Learning Support Courses</b> (refer to Admissions evaluation). Examples include: ENGL 0998 and MATH 0090 Not available online; courses must be completed on campus if student is provisional and not regular status.</p> <p><i>These courses are not calculated into students' institutional GPA. Learning support courses are individually assigned based on admissions testing results and program requirements. 0096 courses must be completed with the Adult Education department before starting college program—contact Admissions for questions regarding evaluations.</i></p>			
Complete	Occupational Course Number (credits)	Course Name	Pre-requisite	Notes
<input type="checkbox"/>	ALHS 1011 (5)	Structure and Function of the Human Body	Regular status (all learning support complete or	
<input type="checkbox"/>	**ALHS 1090 (2)	Medical Terminology for Allied Health Sciences	None	
<input type="checkbox"/>	BUSN 1440 (4)	Document Production	BUSN 1100 or the ability to key 30 gross words a minute on 3-minute timings with no more than 3 errors (see Admissions Office for testing)	Co-requisite – CISM 2201
<input type="checkbox"/>	BUSN 2375 (3)	Healthcare Coding	ALHS 1011 and ALHS 1090	
<input type="checkbox"/>	**CISM 2201 (3)	Foundation of Computer Applications	None	
Complete	Occupational Course Number (credits)	Course Name	Pre-requisite	Notes
<input type="checkbox"/>	BUSN XXXX (5)	Any BUSN courses that total credit hours	See catalog	

This program is eligible for State Aid only. Contact the Financial Aid office for eligibility requirements and application materials.

As set forth in its student catalog, West Georgia Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, or citizenship status (except in those special circumstances permitted or mandated by law).

**\*\*First term suggestion:** All assigned learning support or ALHS 1011, ALHS 1090, CISM 2201

July 2020-2021 Catalog