

OFFICE TECHNOLOGY WITH MEDICAL OPTION: A.O.S.

Code	Title	Credits
<i>General Education Requirements</i>		
LENG 106 or LENG 208	College English Contemporary Amer Short Story	3
LENG 207	College English II	3
LPSY 104	Intro to Psychology	3
LSPE 100	Speech Communication	3
<i>Requirements for the Major</i>		
LBUS 197	Business Mathematics	3
LBUS 198	Business Communications	3
LCOM 105	Records Management	3
LCOM 100	Introduction to Computers	3
LCOM 200	Busn Appl of Personal Comps	3
LHRW 100	Human Relations in Workplace	3
LFYS 100	First Year Seminar	3
LPCD 200	Prof Career Dev & Mgmt	3
<i>Medical Office Track</i>		
LMET 100	Medical Terminology	3
LMET 119	Basic Procedural Coding	3
LMET 115	Basic ICD-CM Coding	3
LMET 135	Medical Ethics	3
LMET 170	Electronic Health Records	3
LMET 200	Computerized Medical Billing	1
LMET 201	Medical Office Procedures	3
LMET 202	Intro to Human Anat & Phys	3
LMET 218	Medical Insurance Billing	3
Total Credits		61