HEALTH CARE MANAGEMENT, CERTIFICATE OF ACHIEVEMENT

Banner Code: 3_CN_HCM
Financial Aid Eligible

The Health Care Management program is designed for the health care practitioner who is considering climbing the health care management ladder. Healthcare is one of today's most dynamic and growing fields. It is the largest industry in the U.S., and the second largest employer, with more than 11 million jobs, presenting a wide range of management opportunities and challenges. Courses in this program will assist students in exploring the management field and provide them with the knowledge and information to pique their interest and consider upward mobility in the health care industry. This program is designed to help office, administrative, and support staff in the medical field to consider advancing to management positions. The program prepares students for transfer into bachelors programs in Health Care Administration, Business, Organizational Behavior, Management, and Leadership fields.

Program Level Student Learning Outcomes

Upon completion of this program, students will be able to:

1. Apply the principles and legal regulations of healthcare management to real-world situations.
2. Use appropriate terminology and concepts to communicate solutions to management issues in an organizational healthcare setting.
3. Develop and exhibit high standards of professional practice, demonstrating awareness of ethical and social responsibilities in today's multicultural, team-oriented, rapidly changing healthcare/management environment.

Review Graduation Requirements (https://catalog.cccd.edu/coastline/graduation-requirements/certificates/#achievementtext).

Course	Title	Units
Required Core:		
Complete the following:		
HLTH C121	Introduction to Health Care Management	3
or MGMT C161	Introduction to Health Care Management	
LAW C126	Legal Aspects of Health Care Administration	3
BIOL C104	Medical Terminology for Health Professionals	3
or BC C163	Health Information Technology: Medical Terminology	
BUS C139	Business Communication	3
PHIL C140	Business and Organizational Ethics	3
Electives		
Select one set of concentration courses (9-10 units) from the following:		9-10
Concentration: Health Information Technology		
CIS C100	Introduction to Information Systems	
CIS C250	Introduction to Data Analytics	
CYBR C101	Introduction to Cybersecurity	
Concentration: Medical Billing and Coding		
BIOL C102	Introduction to the Concepts of Anatomy and Physiology	
or BIOL C221	Introduction to Anatomy and Physiology	
BC C161	Health Information Technology: Medical Coding 1	
BC C162	Health Information Technology: Medical Coding 2	
Concentration: Management and Leadership		
BC C145	Medical Administrative Assistant 1	
MGMT C100	Principles of Management	
MGMT C115	Human Relations in Business	
Total Units		**24-25**