HEALTH INFORMATION TECHNOLOGY

Division: Health Science

Division Dean

Colin Preston

Faculty

Jennie Larez
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Counselors

Kelly Carter
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MINIMUM STANDARDS TO APPLY

1. Apply to Cypress College to obtain a Cypress College student ID#. The email address used on the Cypress College application will be used within your Health Science Application and for all email interactions between the college faculty and staff, clinical sites, and any other program related email interactions.

2. Graduation from high school or completion of the General Education Development (GED test with an average score of 450 on the five-test battery, or passing the high school proficiency examination. Possession of an associate degree or higher satisfies this requirement.

3. Minimum age of 17 years to apply. Must be 18 years old at the start of clinical training.

4. Completion of ENGL 100C or ENGL 101C or ESL 110C is highly recommended.

5. Completion of Biology 160C or Biology 210C or Biology 231C & 241C or a comparable course with a "C" or better; or provide transcript showing courses in progress.

6. Completion of Psychology 101C or a comparable course with a "C" or better or provide transcript showing course in progress.

7. Completion of Psychology

APPLICATION PROCEDURES

1. Before the application opens online, review and follow the instructions on the Checklist and Sample Application on the Health Information Technology home page.

2. Apply to Cypress College to obtain a Cypress College student ID#.

3. Once a Cypress College Student ID# has been received, submit required official transcripts to Cypress College Admissions and Records. Admission and Records will not accept transcripts opened prior to submission, PDF documents sent from a student, unofficial transcripts, or a Cypress College transcript. • Digitally (directly from school to school) - send to incomingtranscripts@cypresscollege.edu. Attn: Transcripts Choosing the option of Cypress College when ordering may also be an option. Through mail (unofficial if opened)

Cypress College
Admissions and Records - Transcripts
9200 Valley View St.
Cypress, CA 90630

4. Application must be completed online starting the month of February for Fall consideration and September for Spring consideration. Please see the Health Information Technology home page for more information and application deadlines. https://careers.cypresscollege.edu/programs/health-information-technology/

5. Log into the online Health Science Application using MyGateway credentials. Submit needed documents following the instructions within the online Health Science application.

6. Notification letters are sent out no later than May 1 for Fall consideration and December 1 for Spring consideration. Deadline to respond to the notification letter is typically 3-5 business days.

7. Determination of acceptance is based upon the selection criteria.

8. It is the responsibility of the applicant to thoroughly read all information provided within the handouts and the program's webpage to review for updates and changes that can occur at any time prior to or after the application period.

CANDIDATE SELECTION CRITERIA

1. Approximately twenty-four students (24) are selected for admission each Fall and Spring semester. The number of applicants usually exceeds available seats.

2. Selection is based on the submission date of application and all supporting documents. Priority will be given to the students who have completed the required pre-requisites at the time of application.

3. Selection criteria is subject to change. See a Health Science Counselor for current selection criteria.

4. Upon selection for the program but prior to the start of classes, the candidate will be required to obtain a physical examination that includes blood analysis and required immunizations.

5. Students selected for admission to the program must obtain an American Heart Association health care provider level C card that includes adult, child, infant CPR and Artificial External Defibrillator (AED) prior to attending clinical training and must maintain current certification throughout the program.

6. If you have been convicted of a criminal offense, your eligibility to enroll in the program may be affected. All students will be fingerprinted and cleared by the FBI and Department of Justice (DOJ)before enrolling in PT 110.

7. F-1 visa students will not be accepted for admission into any program when applications by qualified U.S. citizens exceed space available (AP 5012 1.4.).

- Health Information Technology Associate in Science Degree

At Cypress College, there are Department Program Student Learning Outcomes and Degree & Certificate Program Student Learning Outcomes.

Department Program Student Learning Outcomes:

The courses taught by this department contribute to the following ISLO/PSLOs: A-Breadth of Knowledge, Competencies, and Skills, B-Communication Skills, C-Critical Thinking, Problem Solving, and Information Competency Skills, and D-Personal, Academic, and Professional Development; specifically, the following ISLO/ PSLO subcategories: A1-Health Sciences, B1-Reading, B2-Writing, B3-Communicating, B4-Presenting, C1-Analysis, C2-Computation, C3-Research, C4-Problem Solving, C5-Technology, and D1-Personal Responsibility.

A student who completes the Health Information Technology program will be able to:

- Gain the knowledge and skills needed to perform entry level functions in health information management technology.

- Attain the knowledge and skills needed to successfully pass entry level HIM certification examinations, especially the Registered Health Information Technician examination.

- Obtain HIM-related positions or be enrolled in an advanced degree program within 6 months of completion of the program.

Degree & Certificate Program Student Learning Outcomes:

The program student learning outcomes for each award can be found on the specific degree or certificate page.