

Associate of Applied Science - Health Information Management (152)

Registered Health Information Technician Certification

Mountain Empire Community College

HRSA

Rural Health Information Technology Workforce Grant

Curriculum Outline

April 1, 2016



3441 Mountain Empire Road  
Big Stone Gap, Va, 24219  
Grant Period September 15, 2013-August 31, 2015  
Grant #: R01RH2651  
MECC Account #: 218106

**Organization:** Mountain Empire Rural Health Network / Mountain Empire Community College

**Course:** Associates of Applied Science – Health Information Management

**Certifications:** AAPC, Certified Professional Coder, (CPC), NHA, Certified Electronic Health Record Specialist (CEHRS)

In process: AHIMA Registered Health Information Management Technician (RHIT)

**Program Description:**

The Health Information Management (HIM) degree provides students the opportunity to gain knowledge and skills required to perform a variety of specialized duties in a non-clinical healthcare setting. Graduates may seek position as medical records technician, medical records coders, health information specialists, health information management manager/director, electronic health record implementation consultant or practice management consultant. The HIM Program is designed to reflect the requirements of CAHIIM for Associates Degree Program for Registered Health Information Management Technician.

**Opportunities for Employment:**

HIM graduates will be able to work at acute care hospitals, ambulatory urgent care centers, critical access hospitals and regional clinics, behavioral healthcare facilities, hospice, home care, healthcare government agencies, EHR vendors, insurance companies and Managed Care Organizations. Opportunities for professional associations and certifications include: Certified Professional Coder (CPC), Certified Professional Coder – Hospital Outpatient (CPC-H) and Certified Electronic Health Records Specialists (CEHRS). MECC is in the process of obtaining accreditation from CAHIIM to offer the AHIMA Registered Health Information Management Technician (RHIT)

**Program Requirements:**

Students entering the HIM program must meet the college’s general admission requirements, as well as program specific admission requirements. Program specific admission requirements include:

- Completion of the Health Information Management Application for Admission packet including criminal background check.
- Completion of the Virginia Placement Tests (VPT) with demonstrated proficiency in MTE 1-3 or SAT math score of 520/ACT math score of 22 or completion of college-level math equivalent to MTH 151 or higher with a grade of “C” or higher.
- General education requirements include completion English 111, 3 credit hours of General Studies Elective, 3 credit hours of Social Science Elective and 3 credit hours of Humanities Elective are requirements for completion of the HIM program. Student Development Skills training, SDV 100, College Success Skills Training and SDV 106, Preparation for Employment are also requirement for completion of the HIM program.

<b>NAS 171</b> <b>First Year – Fall Semester</b> <b>Credit: 4</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Anatomy and Physiology</b>		
	<ol style="list-style-type: none"> <li>1. Chemistry of Living Things</li> <li>2. Cells</li> <li>3. Tissues and Membranes</li> <li>4. Integumentary Systems</li> <li>5. Skeletal Systems</li> <li>6. Muscular System</li> <li>7. Central Nervous System</li> <li>8. Peripheral and Autonomic Nervous System</li> <li>9. Special Senses</li> <li>10. Endocrine System</li> <li>11. Blood</li> <li>12. Heart</li> <li>13. Circulation and blood Vessels</li> <li>14. Lymphatic System and Immunity</li> <li>15. Infection Control</li> <li>16. Respiratory System</li> <li>17. Digestive System</li> <li>18. Urinary/Excretory System</li> <li>19. Reproductive System</li> <li>20. Genetics and Genetically Linked Diseases</li> </ol>	<ul style="list-style-type: none"> <li>• Understanding of basic gross anatomy and function of the human body</li> <li>• Apply terminology related to body systems and function</li> </ul> <p>*Requirements and Prerequisites: None Lecture 3 hours/Lab 3 hours: Total: 6 hours Credit: 4</p>

<b>HIM 130</b> <b>First Year – Fall Semester</b> <b>Credits: 3</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Health Care Information Systems</b>	<ol style="list-style-type: none"> <li>1. Use technology, including hardware and software, to ensure data collection, storage, and analysis and reporting of information.</li> <li>2. Use common software applications such as spreadsheets, databases, word processing, graphics, presentation, e-mail, and so on in the execution of work processes.</li> <li>3. Use specialized software in the completion of HIM processes such as record tracking, release of information, coding, grouping, registries, billing, quality improvement and imaging.</li> <li>4. Apply policies and procedures to the use of networks, including intranet and internet applications, to facilitate the electronic health record (EHR), personal health record (PHR), public health and other administrative applications.</li> <li>5. Participate in the planning, design, selection, implementation, integration, testing, evaluation and support for EHRs.</li> </ol>	<ul style="list-style-type: none"> <li>• Computer concepts (hardware components, systems architectures, operating systems and languages and software packages and tools)</li> <li>• Communication and internet technologies (such as networks, intranet and standards)</li> <li>• Common software applications (such as word processing, spreadsheet, database and graphics)</li> <li>• Health information systems (such as administrative, patient registration, ADT, EHR, PHR, lab, radiology and pharmacy)</li> <li>• Voice recognition technology</li> <li>• Health information specialty systems (such as ROI, coding and registries)</li> <li>• Application of systems and policies to health information systems and functions and health care data requests</li> </ul> <p>*Requirements and Prerequisites: ENF 2  Lecture 3 hours  Total: 3 hours  Credit: 3</p>

<b>HIM 113</b> <b>First Year Fall Semester</b> <b>Credits: 3</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Medical Terminology and Disease Process I &amp; II</b>		
	<ol style="list-style-type: none"> <li>1. Apply medical terminology to understanding patient health records</li> <li>2. Demonstrated understanding of basic human organ system nomenclature and related pathophysiology</li> <li>3. Identify and use of practical application of root words prefixes, suffixes and technical terms as they relate to causes and treatment of disease process</li> <li>4. Identify the pathogenesis, clinical manifestations and therapeutic modalities as they relate to disease of each body system.</li> </ol>	<ul style="list-style-type: none"> <li>• Definition of medical terms used in reference to each organ system and specialty</li> <li>• Correct spelling of medical terms</li> <li>• Identification of acceptable abbreviations used in referring to each organ system and specialty</li> <li>• Identify selected anatomy and physiology of each system</li> <li>• Comprehend selected drugs highlighted that relate to each system and disease</li> <li>• Describe diagnostic and laboratory test related to each system</li> </ul> <p>*Requirements and Prerequisites:  None  Lecture 3 hours  Total: 3 hours  Credit: 3</p>

<b>HIM 260</b> <b>First Year – Fall Semester</b> <b>Credits: 2</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Pharmacology</b>	<ol style="list-style-type: none"> <li>1. Identify and apply consumer safety and drug regulations</li> <li>2. Describe drug classifications systems</li> <li>3. Identify sources and bodily effects of drugs</li> <li>4. Identify contraindications, side effects and interactions of drugs</li> <li>5. Identify drugs by chemical, generic and brand name</li> <li>6. Understand drug sale restrictions</li> <li>7. Understand and apply principles of drug administration including the moral, ethical and legal responsibility relating to medical errors.</li> </ol>	<ul style="list-style-type: none"> <li>• Identify medication name brand and generic names</li> <li>• Identify classification and category of drugs</li> <li>• Identify medication delivery routes</li> <li>• Identify adverse reactions, indications and contraindications of drugs</li> </ul> <p>*Requirements and Prerequisites:  ENF 2  Lecture: 2 hours  Total: 2 hours  Credit: 2</p>

<b>HIM 114</b> <b>First Year Spring</b> <b>Semester</b> <b>Credits: 3</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Medical Terminology and Disease Process I &amp; II</b>		
	<ol style="list-style-type: none"> <li>1. Apply medical terminology to understanding patient health records</li> <li>2. Demonstrated understanding of basic human organ system nomenclature and related pathophysiology</li> <li>3. Identify and use of practical application of root words prefixes, suffixes and technical terms as they relate to causes and treatment of disease process</li> <li>4. Identify the pathogenesis, clinical manifestations and therapeutic modalities as they relate to disease of each body system.</li> </ol>	<ul style="list-style-type: none"> <li>• Definition of medical terms used in reference to each organ system and specialty</li> <li>• Correct spelling of medical terms</li> <li>• Identification of acceptable abbreviations used in referring to each organ system and specialty</li> <li>• Identify selected anatomy and physiology of each system</li> <li>• Comprehend selected drugs highlighted that relate to each system and disease</li> <li>• Describe diagnostic and laboratory test related to each system</li> </ul> <p>*Requirements and Prerequisites:  None  Lecture 3 hours  Total: 3 hours  Credit: 3</p>

<b>HIM 150</b> <b>First Year – Spring Semester</b> <b>Credits: 3</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Health Records Management</b>		
	<ol style="list-style-type: none"> <li>1. Collect and maintain health data (such as data elements, data sets and databases).</li> <li>2. Conduct analysis to ensure that documentation in the health record supports the diagnosis and reflects the patient’s progress, clinical findings and discharge status.</li> <li>3. Apply policies and procedures to ensure the accuracy of health data.</li> <li>4. Verify timelines, completeness, accuracy and appropriateness of data and data sources for patient care, management, billing reports, registries and/or databases.</li> </ol>	<ul style="list-style-type: none"> <li>• Data versus information</li> <li>• Health information media (such as paper, computer and web-based)</li> <li>• Structure and use of health information (individual, comparative and aggregate)</li> <li>• Health record data collection tools (forms, screens etc.)</li> <li>• Data sources (primary/secondary)</li> <li>• Data storage and retrieval</li> <li>• Healthcare data sets (such as OASIS, HEDIS, DEEDS and UHDDS)</li> </ul> <p>*Requirements and Prerequisites: ENF 2 Lecture 3 hours Total: 3 hours Credit: 3</p>

<b>HIM 230</b> <b>First Year –Spring Semester –</b> <b>2<sup>nd</sup> 8 weeks</b> <b>Credits: 3</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Information Systems &amp; Technology in Healthcare</b>		
Data storage and retrieval and Data security	<ol style="list-style-type: none"> <li>1. Use appropriate electronic or imaging technology for data/record storage.</li> <li>2. Query and generate reports to facilitate information retrieval using appropriate software.</li> <li>3. Apply retention and destruction policies for health information.</li> <li>1. Apply confidentiality and security measures to protect electronic health information.</li> <li>2. Protect data integrity and validity using software or hardware technology.</li> <li>3. Apply departmental and organizational data and information system security policies.</li> <li>4. Use and summarize data compiled from audit trails and data quality monitoring programs.</li> </ol>	<ul style="list-style-type: none"> <li>• Document archival and imaging systems</li> <li>• Maintenance and monitoring of data storage systems</li> <li>• System architecture and design</li> <li>• Screen design</li> <li>• Data retrieval and maintenance</li> <li>• Data security concepts</li> <li>• Data integrity concepts</li> <li>• Data integrity and security processes and monitoring</li> </ul> <p>*Requirements and Prerequisites: ENF 2            Lecture: 2 hours            Labs: 3 Hours            Total: 3 hours            Credit: 3</p>

<b>HIM 253</b> <b>First Year – Spring</b> <b>Semester</b> <b>Credits: 4</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Health Records Coding</b>		
	<ol style="list-style-type: none"> <li>1. Support accurate billing through coding, charge master, claims management and bill reconciliation processes.</li> <li>2. Monitor and apply organization-wide health record documentation guidelines.</li> <li>3. Apply classification standards to ensure coding compliance with regulations and standards.</li> <li>4. Maintain the accuracy and completeness of the patient record as defined by HIM policy and external regulations and standards.</li> </ol>	<ul style="list-style-type: none"> <li>• Type and content of health record (paper, electronic, computer-based)</li> <li>• Health record documentation requirements (such as accreditation, certification, licensure)</li> <li>• Data quality and integrity</li> <li>• ICD 10 CM Guidelines, Alphabetical Listing, Tabular</li> </ul> <p>*Requirements and Prerequisites:  ENF 2  Lecture: 3-4 hours  Lab – 1-3 hours  Total: 4 hours  Credit: 4</p>

<b>HIM 149</b> <b>Second Year Fall Semester –</b> <b>2<sup>nd</sup> 8 weeks</b> <b>Credits: 2</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Introduction to Medical Practice</b>		
	<ol style="list-style-type: none"> <li>1. Apply current laws, accreditation, licensure and certification standards related to health information initiatives from the national, state, local and facility levels.</li> <li>2. Differentiate the roles of various providers and disciplines throughout the continuum of healthcare and respond to their information needs.</li> <li>3. Examines office administration, patient scheduling, records management, financial systems/procedures.</li> </ol>	<ul style="list-style-type: none"> <li>• Organization of healthcare delivery in the United States</li> <li>• Healthcare organizations structure, administration and operation</li> <li>• External standards, regulations and initiatives (such as licensure, certification, accreditation, HIPAA, ARRA)</li> <li>• Healthcare providers and disciplines</li> </ul> <p>*Requirements and Prerequisites: ENF 2 Lecture 2hours Total: 2 hours Credit: 2</p>

<b>HIM 251</b> <b>Second Year Fall Semester</b> <b>Credits: 3</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Clinical Experience I</b>	<ol style="list-style-type: none"> <li>1. Construct Health Information Management resume, cover letter and develop interviewing skills.</li> <li>2. Develop hands on practice skills for Electronic Health Record</li> <li>3. Develop working knowledge of Master Patient Index – MPI</li> <li>4. Develop hands on working knowledge of 3M encoder</li> <li>5. Develop a working of Electronic Document Management System – EDMS</li> <li>6. Speech Recognition</li> </ol>	<ul style="list-style-type: none"> <li>• Cerner Academic EHR – registration, customization, chart tracking and deficiency management</li> <li>• Healthport eSmartlog – Release of Information</li> <li>• Quadramed MPI – Duplicates reporting, registering patients with Smart ID, Merging duplicates</li> <li>• Nuance Quantim Encoder, encoder references, assigning MS-DRG and POA designations, Quantim ICD 10 lab activity, Quantim physician query</li> </ul> <p>*Requirements and Prerequisites:  ENF 2  Lecture3 hours  Total: 3 hours  Credit: 3</p>

<b>HIM 151 Second Year – Fall Semester 1<sup>st</sup> 8 weeks</b> <b>Credits: 2</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Reimbursement Issues in Medical Practice Management</b>		
	<ol style="list-style-type: none"> <li>1. Apply policies and procedures for the use of clinical data required in reimbursement and prospective payment systems (PPS) in healthcare delivery.</li> <li>2. Apply policies and procedures to comply with the changing regulations among various payment systems for healthcare services such as Medicare, Medicaid, managed care and so forth.</li> <li>3. Support accurate billing through coding, chargemaster, claims management and bill reconciliation processes.</li> <li>4. Use established guidelines to comply with reimbursement and reporting requirements such as the National Correct Coding Initiative.</li> <li>5. Compile patient data and perform data quality reviews to validate code assignment and compliance with reporting requirements, such as outpatient prospective payment systems.</li> <li>6. Ensure accuracy of diagnostic/procedural groupings such as DRG, APC and so on.</li> </ol>	<ul style="list-style-type: none"> <li>• Commercial, managed care and federal insurance plans</li> <li>• Compliance strategies and reporting.</li> <li>• Payment methodologies and systems (such as capitation, prospective payment systems and RBRVS)</li> <li>• Billing processes and procedures (such as claims, EOB, ABN, electronic data interchange)</li> <li>• Charge master maintenance</li> <li>• Regulatory guidelines (NCDs and QIOs)</li> <li>• Reimbursing monitoring and reporting</li> </ul> <p>*Requirements and Prerequisites:  ENF 2  Lecture 2 hours  Total: 2 hours  Credit: 2</p>

<b>HIM 254</b> <b>Second Year – Fall</b> <b>Semester</b> <b>Credits: 3</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Advanced Coding and Reimbursement Methods</b>		
	<ol style="list-style-type: none"> <li>1. Support accurate billing through coding, charge master, claims management and bill reconciliation processes.</li> <li>2. Monitor and apply organization-wide health record documentation guidelines.</li> <li>3. Apply classification standards to ensure coding compliance with regulations and standards.</li> <li>4. Maintain the accuracy and completeness of the patient record as defined by HIM policy and external regulations and standards.</li> </ol>	<ul style="list-style-type: none"> <li>• Type and content of health record (paper, electronic, computer-based)</li> <li>• Health record documentation requirements (such as accreditation, certification, licensure)</li> <li>• Data quality and integrity</li> <li>• Integrated knowledge of CPT4, ICD 10CM and ICD 10PCS</li> </ul> <p>*Requirements and Prerequisites:  ENF 2  Lecture 3 hours  Total: 3 hours  Credit: 3</p>

<b>HIM 249</b> <b>Second Year – Fall</b> <b>Semester - 2<sup>nd</sup> 8 weeks</b> <b>Credits: 2</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Supervision and Management Practices</b>		
	<ol style="list-style-type: none"> <li>1. This course will reflect on the areas of Health Information Management that has been covered in other HIM courses and will focus on applying supervision and management principles.</li> <li>2. Demonstrate and apply knowledge of cost benefit analysis techniques</li> <li>3. How to manage organization-wide coding and revenue cycle process</li> <li>4. Develop strategic and operational plans for facility-wide information systems</li> <li>5. Demonstrate and apply principles of organizational behavior to facilitate team building, negotiation and change management</li> </ol>	<ul style="list-style-type: none"> <li>• Health Data Management</li> <li>• Clinical Classification Systems and Reimbursement Methods</li> <li>• Healthcare Statistics</li> <li>• Quality Improvement</li> <li>• Healthcare Privacy, Confidentiality, Legal and Ethical Issues</li> <li>• Information Technology Systems</li> <li>• Management and Information Services</li> <li>• Project and Operations Management</li> </ul> <p>*Requirements and Prerequisites:  ENF 2  Lecture 2 hours  Total: 2 hours  Credit: 2</p>

<b>HIM 220</b> <b>Second Year – Spring Semester</b> <b>or Summer Semester</b> <b>Credits: 2</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Health Statistics</b>	<ol style="list-style-type: none"> <li>1. Collect, maintain and report data for clinical indices/databases/registries to meet specific organization needs such as medical research and disease registries.</li> <li>2. Collect, organize and present data for quality management, utilization management, risk management and other related studies.</li> <li>3. Comprehend basic descriptive, institutional and healthcare vital statistics.</li> </ol>	<ul style="list-style-type: none"> <li>• Indices, databases and registries</li> <li>• Vital statistics</li> <li>• Healthcare statistics</li> <li>• Descriptive statistics (such as means, frequencies, ranges, percentiles and standard deviations)</li> <li>• Statistical applications with healthcare data</li> <li>• Data selection, interpretation and presentation</li> <li>• Knowledge-based research techniques (such as library, MEDLINE, web-based)</li> </ul> <p>*Requirements and Prerequisites:  ENF 2 and MTE 1,2 &amp; 3  Lecture: 2 hours  Total: 2 hours  Credit: 2</p>

<b>HIM 226 – Second Year – Spring Semester</b> <b>1<sup>st</sup> 8 weeks</b> <b>Credits: 2</b>	<b>Core Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Legal Aspects of Health Record Documents</b>		
	<ol style="list-style-type: none"> <li>1. Adhere to the legal and regulatory requirements related to the health information infrastructure.</li> <li>2. Apply policies and procedures for access and disclosure of personal health information.</li> <li>3. Release patient-specific data to authorized users.</li> <li>4. Maintain user access logs/systems to track access to and disclosure of identifiable patient data.</li> <li>5. Apply and promote ethical standards of practice.</li> </ol>	<ul style="list-style-type: none"> <li>• Legislative and regulatory processes</li> <li>• Legal terminology</li> <li>• Health information/record laws and regulations (such as retention, patient rights/advocacy, advanced directives, privacy)</li> <li>• Confidentiality, privacy and security policies, procedures and monitoring</li> <li>• Release of information policies and procedures</li> <li>• Professional and practice related ethical issues</li> </ul> <p>*Requirements and Prerequisites:  ENF 2  Lecture: 2 hours  Total: 2 hours  Credit: 2</p>

<b>HIM 229</b> <b>Second Year – Spring Semester</b> <b>2<sup>nd</sup> 8 weeks</b> <b>Credits: 2</b>	<b>Key Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Performance Improvement in Healthcare</b>		
	<ol style="list-style-type: none"> <li>1. Abstract and report data for facility-wide quality management and performance improvement programs.</li> <li>2. Analyze clinical data to identify trends that demonstrate quality, safety and effectiveness of healthcare.</li> </ol>	<ul style="list-style-type: none"> <li>• Quality assessment and improvement (such as process, collection tools, data analysis, reporting techniques)</li> <li>• Utilization management, risk management and case management</li> <li>• Regulatory quality monitoring requirements</li> <li>• Outcomes measures and monitoring</li> </ul> <p>*Requirements and Prerequisites:  ENF 2  Lecture: 2 hours  Total: 2 hours  Credit: 2</p>

<b>HIM 230</b> <b>Second Year – Spring Semester</b> <b>2<sup>nd</sup> 8 weeks</b> <b>Credits: 3</b>	<b>Key Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Electronic Health Records Management</b>		
	<ol style="list-style-type: none"> <li>1. Manage EHR system lifecycle</li> <li>2. Translating paper records to electronic medical records.</li> <li>3. Understanding when a medical record is complete</li> <li>4. Develops skills for HIM manager</li> <li>5. Develop skills for HIM/EHR readiness</li> <li>6. Analyze the impact of the electronic record health record on HIM functions</li> </ol>	<ul style="list-style-type: none"> <li>• Introduction to EHR</li> <li>• Information Systems Theory and Systems Development Life Cycle</li> <li>• Challenges to EHR Adoption</li> <li>• EHR Project Management/EHR Implementation</li> <li>• Roles in Design, Development and Implementation</li> <li>• EHR Goal Setting and Impact on Quality Care</li> <li>• Healthcare workflow and process mapping</li> <li>• EHR selection and process mapping</li> <li>• Data Infrastructure</li> </ul> <p>*Requirements and Prerequisites:  ENF 2  Lecture: 3 hours  Total: 3 hours  Credit: 3</p>

<b>HIM 252</b> <b>Second Year – Spring Semester</b> <b>Credits: 3</b>	<b>Key Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Clinical Experience II</b>	<ol style="list-style-type: none"> <li>1. Under the guidance of the HIM Project Director and the direct supervision of the internship host, the student will experience the real world of health information management.</li> <li>2. The internship is project based and therefore is subject to be project specific to billing, EHR customization, scanning, registering birth or death certificates, release of information or patient registration or scheduling.</li> </ol>	<ul style="list-style-type: none"> <li>• Students will select the site in which they would like to intern</li> <li>• Develop learning objectives</li> <li>• Classroom discussion of experience</li> <li>• Final report summarizing internship.</li> </ul> <p>*Requirements and Prerequisites:  ENF 2  Lecture: 3 hours  Total: 3 hours  Credit: 3</p>

<b>HIM 280</b> <b>Second Year – Spring Semester</b> <b>Credits: 1</b>	<b>Key Learning Objectives</b>	<b>Key Concepts</b>
<b>Title: Capstone</b>	<ol style="list-style-type: none"> <li>Integrates and applies knowledge and skills learned in prior HIM courses, focusing on those required to prepare for national certification in American Health Information Management Association's Domains, Subdomain and Tasks.</li> </ol>	<ul style="list-style-type: none"> <li>AHIMA – RHIT preparation</li> <li>AAPC – CPC Certification</li> <li>NHA – CEHRS Certification</li> </ul> <p>*Requirements and Prerequisites:  ENF 2  Lecture: 1 hours  Total: 1 hours  Credit: 1</p>