## FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

**HEALTHCARE MANAGEMENT TECHNOLOGY/**

**HEALTHCARE ACCESS FINANCIAL SPECIALIST CERTIFICATE (C25200C2)**

Effective: Fall 2024

Revised: 01/31/24

The Healthcare Access Financial Specialist certificate is designed to prepare individuals for part two and three of the Certified Healthcare Access Manager Exam. The certificate emphasizes knowledge of revenue cycles, compliance, and management of healthcare services.

Course work includes medical terminology, medical insurance, and financial accounting.

Upon completion of this program, students should be able to capture data elements for accurate billing, have knowledge of the revenue cycle process, and manage accounts receivable. Students may transfer these courses into the Associate degree Healthcare Management Technology program.

Length: 2 Semesters

Prerequisites: High School Diploma, Placement Test Equivalent

Award: Certificate

**FALL SEMESTER**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Prefix No.** | Title | **Class** | **Lab** | **Clinical** | **Credit** |
| HMT110 | Intro to Healthcare Mgmt | 3 | 0 | 0 | 3 |
| \*MED121 | Medical Terminology I | 3 | 0 | 0 | 3 |
| or |  |  |  |  |  |
| \*OST141 | Medical Office Terms I  | 3 | 0 | 0 | 3 |
| \*\*MED122 | Medical Terminology II | 3 | 0 | 0 | 3 |
| or |  |  |  |  |  |
| \*\*OST142 | Medical Office Terms II | 3 | 0 | 0 | 3 |
|  |  | ----- | ----- | ----- | ----- |
|  | **Totals** | **9** | **0** | **0** | **9** |

**SPRING SEMESTER**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Prefix No.** | Title | **Class** | **Lab** | **Clinical** | **Credit** |
| ACC120 | Prin of Financial Acctg | 3 | 2 | 0 | 4 |
| HMT210 | Medical Insurance | 3 | 0 | 0 | 3 |
|  |  | ----- | ----- | ----- | ----- |
|  | **Totals** | **6** | **2** | **0** | **7** |

**TOTAL REQUIRED CREDITS.... 16**

**Work-Based Learning Option:** NA

**\* 1st 8 weeks**

**\*\* 2nd 8 weeks**