



## MEDICAL OFFICE ADMINISTRATION/ HEALTHCARE CUSTOMER SERVICE C25310H2



**Healthcare Customer Service** prepares students for employment in a medical office or other healthcare related business. Students will learn accurate coding processes and develop skills applicable in the medical coding and billing field. Credit obtained in these courses may be transferred directly into the Medical Office Administration associate degree curriculum.

SEMESTER (16 WKS)	COURSE	NAME	FTCC Credit
Fall	*OST 141	Med Office Term I	3
	**OST 142	Med Office Term II	3
	OST 148	Med Ins & Billing	3
Spring	OST 149	Medical Legal Issues	3
	OST 263	Healthcare Customer Relations	3

\*1st eight weeks \*\*2nd eight weeks

\*\*Course prerequisites apply



For more information, scan the code or visit our website:

[www.faytechcc.edu/academics/high-school-connections/](http://www.faytechcc.edu/academics/high-school-connections/)

## High School Connections

High School Connections (HSC) is a partnership between local high schools and Fayetteville Technical Community College that provides seamless dual enrollment educational opportunities for high school students in order to accelerate completion of college certificates, diplomas, and associate degrees that lead to college transfer or provide entry-level job skills.

### HERE'S WHAT YOU NEED TO KNOW

- **Offered:** College Transfer Pathway (CTP) or Career and Technical Education (CTE) courses. Most CTE programs will lead to a community college certificate.
- **Required:**
  - High School juniors and seniors ONLY
  - Unweighted GPA of 2.8 or higher on High School Courses
- OR
- Testing pre-requisites (i.e. PSAT, SAT, PACT, ACT, etc)
  - Waiver letter from high school may allow entry into certain programs
- High School freshman and sophomores
  - AIG in both Reading and Math
- OR
- Qualifying aptitude test scores
- AND
- Qualifying test scores (i.e. PSAT, SAT, PACT, ACT, etc.)
- School recommendation
  - Limited availability for CTE courses available for freshman and sophomores.
- **Schedule:** Most classes will run 1:00-3:00 Monday – Friday and will follow the Cumberland County Schools schedule for holidays. Classes with labs and/or clinicals may run outside of traditional school hours.
- **Transportation:** Cumberland County Schools will offer transportation to FTCC from most of their comprehensive high schools. Transportation follows the CCS traditional school calendar. Classes with labs and/or clinicals as well as concurrent sections may require student to provide their own transportation. See your counselor for details.
- **Cost:** Tuition is waived. Students pay textbook/supply cost (uniforms and special equipment)
- **Graduation:** CTE certificate completers will graduate from FTCC in May of each year.
- **More info:** A complete listing of HSC offerings can be found on our website at:

<http://www.faytechcc.edu/academics/high-school-connections>

**TO FIND OUT HOW YOU CAN REGISTER  
FOR HIGH SCHOOL CONNECTIONS CLASSES,  
SEE YOUR HIGH SCHOOL COUNSELOR TODAY!**