COMMON COURSE OUTLINE: Course discipline/number/title: HIMC 2835: CCA/CPC Review

A. CATALOG DESCRIPTION
   1. Credits: 1
   2. Hours/Week: 1
   3. Prerequisites (Course discipline/number): BTEC 1001, on-line tutorial, or the instructor’s permission is required when the course is offered online. Student should be in the last semester of study in the Coding program. College-level reading skills: Appropriate score on RCTC placement test or completion of appropriate developmental course with grade of C or better.
   4. Co-requisites (Course discipline/number): None
   5. MnTC Goals (if any): NA

This course is the online capstone study and review for the certified coding associate and the certified professional coder national examinations by AHIMA and AAPC. This course offers you a study plan, review of all major examination topics, mock pretest and post-test, guidance to good computer test-taking skills, and a discussion board/chat room for discussion of questions with classmates.

B. DATE LAST REVISED (Month, year): January, 2011

C. OUTLINE OF MAJOR CONTENT AREAS:
   1. Design a study plan.
   2. Apply good computer test-taking skills and strategies.
   3. Complete the application process for the appropriate coding credential examination.
   4. Demonstrate application of knowledge in a testing environment.

D. LEARNING OUTCOMES (GENERAL): The student will be able to:
   1. Review of information from all required courses.

E. LEARNING OUTCOMES (MNTC): None

F. METHODS FOR EVALUATION OF STUDENT LEARNING:
   1. Accumulated points from tests, worksheets and discussions.
   2. Assignments or tests completed pass the due date may receive reduced or no credit.

G. RCTC CORE OUTCOME(S) ADDRESSED:
   ☒ Communication
   ☒ Critical Thinking
   ☐ Global Awareness/Diversity
   ☒ Civic Responsibility
   ☐ Personal/Professional Accountability
   ☐ Aesthetic Response

H. SPECIAL INFORMATION (if any): None