

Miami Dade College
Office of the Vice Provost of Academic Affairs

May 13, 2016

MEMORANDUM

TO: Lenore Rodicio

FROM: Julie Alexander

All curriculum items included in this report were presented and discussed at the May 10, 2016, College CASSC meeting. Approval of curriculum items is for offering at all campuses and centers, all off campus sites, at Honors level and through Distance Education.

Curriculum Requiring Approval

1. School of Health Sciences

• **Program Modifications**

Program Title: Medical Coder/Biller
Degree Type: Career Technical Certificate (C.T.C.)
Program Length: 37 Credits
Program Code: 53010
CIP: 0351070716
Effective Term: Fall (2167)
Affected Campus (es): Medical

Administrator (s): Ken Lee/Debra Shannon
Faculty: Christine Dundas

Motion 1: The School of Health Sciences is requesting to increase hours for the existing Career Technical Certificate in Medical Coder Biller to 1110 from 1000 hours in order to comply with the Florida Department of Education (FLDOE) 2015-2016 Change Document.

Proposed Modifications:

- A. Increase in total credits from 33.3 credits to 37 credits
- B. Course credit change for:
 - 1. HIM 0001 – Introduction to Health Information Management (increase from 60 hours to 120 hours)/increase from 2.0 credits to 4.0 credits
 - 2. HIM 0650 – eHealth Care Delivery Systems (increase from 60 hours to 110 hours)/increase from 2.0 credits to 3.7 credits

2. School of Business

- **Course Modification**

Effective Term: Fall (2167)
Affected Campus (es): North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Administrator (s): Alicia Giovinazzo/Thania Rios/Ana Cruz
Faculty: Ruth Barrow/Rahnuma Ahsan

Motion 1: Approve proposed modifications for one (1) upper level course. Modifications include: number level, title, course description, and pre-requisites.

<u>Course</u>	<u>Title</u>	<u>Credits</u>	<u>Pre-Requisite (s)</u>
MAR4803	Marketing Strategy (<i>current</i>)	3.0	MAR1011/MAR2150 (remove)
MAR3803	Marketing for Managers (<i>proposed</i>)	3.0	MAN2021 (add)

Motion 2: Approve proposed modifications for one (1) upper level course. Modifications include: number level, title, course description, and pre-requisites.

<u>Course</u>	<u>Title</u>	<u>Credits</u>	<u>Pre-Requisite (s)</u>
MAN3894	Applied Case Studies in Management (<i>current</i>)	3.0	
MAN4894	Applied Case Studies in Management (<i>proposed</i>)	3.0	MAN4720/MAN2021 (add)

3. Testing

- **2016-2017 Placement Criteria Document**

Effective Term: Summer (2165)
Affected Campus (es): North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Motion 1: Approve proposed modifications to the 2016-2017 Placement Criteria Document. To review placement criteria document, click on the link below:

http://www.mdc.edu/main/testing/criteria/placement_criteria_documents.aspx

Administrator (s): Silvio Rodriguez

4. Announcements

Taurie Gittings

5. Adjournment

Taurie Gittings

NOTE: Details for all informational and curriculum items requiring approval, are found on the next pages.

Summer College CASSC Meetings
June 14, 2016
July 12, 2016
2:00 p.m. – Room 2106 – Wolfson Campus

Detailed Agenda

3. Approval of Minutes April 5, 2016

Curriculum Requiring Approval

4. School of Health Sciences

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Faculty: Christine Dundas

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Proposed Modifications:

- A. Increase in total credits from 33.3 credits to 37 credits
- B. Course credit change for:
 - 1. HIM 0001 – Introduction to Health Information Management (increase from 60 hours to 120 hours)/increase from 2.0 credits to 4.0 credits
 - 2. HIM 0650 – eHealth Care Delivery Systems (increase from 60 hours to 110 hours)/increase from 2.0 credits to 3.7 credits



CAREER TECHNICAL EDUCATION CERTIFICATE

PROGRAM OF STUDY: MEDICAL CODER BILLER (53028)
TOTAL CREDITS: 33.3
EFFECTIVE TERM: CURRENT

Course Number	Course Title	Contact Hours	Vocational Credits
Major Courses – 1st Semester			
HIM 0009	Introduction to Health Information Technology	90 hours	3.0 CTE credits
HIM 0001	Intro to Health Information Management	60 hours	2.0 CTE credits
HIM 0473	Medical Terminology	75 hours	2.5 CTE credits
HIM 0228C	ICD Coding Systems	150 hours	5.0 CTE credits
TOTALS		375 Hours	12.5 CTE credits
Major Courses – 2nd Semester			
HIM 0650	eHealthcare Delivery Systems	60 hours	2.0 CTE credits
HIM 0450	Hum Anat and Physiology/HIM	60 hours	2.0 CTE credits
HIM 0434	Basic Principles of Disease	60 hours	2.0 CTE credits
HIM 0250C	Ambulatory Care Coding Systems	60 hours	2.0 CTE credits
HIM 0290C	Advanced Coding Systems	90 hours	3.0 CTE credits
TOTALS		330 Hours	11.0 CTE credits
Major Courses – 3rd Semester			
HIM 0274C	Healthcare Billing and Reimbursement	120 hours	4.0 CTE credits
HIM 0280C	Physician Coding	60 hours	2.0 CTE credits
HIM 0817	Professional Practice Experience	114 hours	3.8 CTE credits
TOTALS		294 Hours	9.8 CTE credits
GRAND TOTAL		1000 HOURS	33.3 CTE CREDITS



CAREER TECHNICAL EDUCATION CERTIFICATE

PROGRAM OF STUDY: MEDICAL CODER BILLER (53028)
TOTAL CREDITS: 37.0
EFFECTIVE TERM: Spring 2016 (2015-2)

Course Number	Course Title	Contact Hours	Vocational Credits
Major Courses – 1st Semester			
HIM 0009	Introduction to Health Information Technology	90 hours	3.0 CTE credits
HIM 0001	Intro to Health Information Management	120 hours	4.0 CTE credits (Increase credits from 2.0 to 4.0)
HIM 0473	Medical Terminology	75 hours	2.5 CTE credits
HIM 0228C	ICD Coding Systems	150 hours	5.0 CTE credits
TOTALS		435 Hours	12.5 CTE credits
Major Courses – 2nd Semester			
HIM 0650	eHealthcare Delivery Systems	110 hours	2.0 CTE credits (Increase credits from 2.0 to 3.7)
HIM 0450	Hum Anat and Physiology/HIM	60 hours	2.0 CTE credits
HIM 0434	Basic Principles of Disease	60 hours	2.0 CTE credits
HIM 0250C	Ambulatory Care Coding Systems	60 hours	2.0 CTE credits
HIM 0290C	Advanced Coding Systems	90 hours	3.0 CTE credits
TOTALS		380 Hours	11.0 CTE credits
Major Courses – 3rd Semester			
HIM 0274C	Healthcare Billing and Reimbursement	120 hours	4.0 CTE credits
HIM 0280C	Physician Coding	60 hours	2.0 CTE credits
HIM 0817	Professional Practice Experience	114 hours	3.8 CTE credits
TOTALS		294 Hours	9.8 CTE credits
GRAND TOTAL		1110 HOURS	37.0 CTE CREDITS

5. School of Business

- **Course Modification**

Effective Term: Fall (2167)

Affected Campus (es): North, Wolfson, Kendall, Homestead, InterAmerican, Hialeah, MDC-West, Centers, all off campus sites, at Honors level and through Distance Education.

Administrator (s): Alicia Giovinazzo/Thania Rios/Ana Cruz

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Motion 1: Approve proposed modifications for one (1) upper level course. Modifications include: number level, title, course description, and pre-requisites.

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
MAR4803	Marketing Strategy (<i>current</i>)	3	1, 2, 3, 5, 6, 7/Ctr.	(216-7)
MAR3803	Marketing for Managers (<i>proposed</i>)			

Course Description: Students will learn how managers implement the marketing elements within a strategic planning framework. Emphasis is on decision-making, and the development and execution of marketing strategies related to product and brand development, channels of distribution, pricing, and promotional efforts under varying marketplace conditions. This course incorporates the use of case studies. Prerequisite: MAN2021 (3 hr. lecture)

Curriculum Action Rationale: Change MAR 4803 – Marketing Strategy to a 3000-level course with the course description of “Marketing for Managers” and eliminate the prerequisites of MAR 1011 and MAR 2150. Students need marketing knowledge prior to enrolling in case studies courses. MAR 4803 is currently being offered too late in the program.

Motion 2: Approve proposed modifications for one (1) upper level course. Modifications include: number level, title, course description, and pre-requisites.

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
MAN3894	Applied Case Studies in Management (<i>current</i>)	3	1, 2, 3, 5, 6, 7/Ctr.	(216-7)
MAN4894	Applied Case Studies in Management (<i>proposed</i>)			

Course Description: Students will learn to apply strategic management process through strategy formulation, implementation and evaluation utilizing the case study methodology. This course emphasizes on the identification of strategic management issues, evaluation of strategic goals, internal and external environment of the organization, as well as differentiating, categorizing and assessing strategic choices. (3 hr. lecture) Prerequisites: MAN4720, MAN2021

Curriculum Action Rationale: The following changes are proposed: (1) Course description update (2) Number level change from 3000 to 4000 to reflect the advanced level of teaching and learning and (3) pre-requisites. This change is needed to correct the sequence or order of the courses in the BAS Supervision and Management program.

6. Testing

- **2016-2017 Placement Criteria Document**

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Administrator (s): Silvio Rodriguez