City College of San Francisco
John Adams Center
1860 Hayes Street
San Francisco, CA 94117 415-561-1900 www.ccsf.edu

HEALTH INFORMATION TECHNOLOGY (HIT)

The Health Information Technology (HIT) program provides instruction and professional practice experience in the management and quality of health data relating to medical records. Health information professionals are responsible for maintaining components of health information systems consistent with medical, administrative, ethical, legal, regulatory and accreditation requirements of a health care delivery system.

PROGRAM REQUIREMENTS:

Strongly recommended for success in the HIT program: ENGL 88 or ESL 186 or placement in ESL 188 or readiness for college-level English

Recommended: Placement into MATH 40 or higher.

ADMISSION REQUIREMENTS:

18 years of age minimum

Certificate or Degree:

The program offers an Associate in Science degree in Health Information Technology (HIT). Successful graduates of the degree curricula are eligible to take the national certification examination given by the American Health Information Management Association (AHIMA). Successful candidates earn the credential of Registered Health Information Technician (RHIT). Certificate programs are also available for prospective employment as HIT Clerk I and HIT Clerk II, HIT Coding Specialist, and HIT Technician.

ORIENTATION AND COUNSELING

All applicants should attend an orientation. To be followed by general counseling. It lasts approximately 1 hour and 30 minutes.

*It is recommended to **JOIN A MEETING** before **ZOOM** orientation starts.*

ZOOM Conference https://cccconfer.zoom.us/join (attend one)			
June 18, 2020	**Thur.**	**3:00 PM**	**HIT Meeting ID: 922 3554 7872**
August 12, 2020	**Wed.**	**3:00 PM**	**HIT Meeting ID: 933 4864 0126**

FOR PROGRAM INFO:

For questions regarding the HIT program, please email Wanda Ziemba at wziemba@ccsf.edu. For a HIT informational packet, please call (415) 561-1900 or visit our web site at www.ccsf.edu and click on the following: Our Locations, John Adams, Health Care Tech Programs.

HCT: 5-28-2020 WZ/pk

HEALTH CARE TECHNOLOGY (HCT) OFFICE 415-561-1813

ADDITIONAL INFORMATION ON REVERSE SIDE

***** To receive an earlier registration date *****
complete assessment, attend an orientation, and see a counselor to get an education plan

Ocean Campus, (50 Frida Kahlo Way), Credit Admission, Multi-Use Building MUB 188, **415-452-5101**
John Adams Center, Student Services Office, Room 143, **415-561-1835**

COLLEGE ADMISSION PROCEDURES

All **NEW** and **RE-ADMIT** students (those who have been away from CCSF for one academic year or more previous to the coming semester) need to submit an admission application. ***5 Easy Steps*** *to becoming a CCSF Student:*

1. Apply for Admission (Ocean Campus, **Registration Center**, MUB 130B, **415-239-3858**)
2. Complete the Assessment (Ocean Campus, **Assessment Office**, Conlan Hall Rm. 20**4**, 415-239-312**4**)
3. Attend a New Student Orientation; special orientations are required for Nursing and Allied Health programs
4. Meet with a Counselor (John Adams Center, **Counseling Office**, Room 142, **415-561-1925**)
5. Register for Classes

ASSESSMENT AND PLACEMENT (Ocean Campus, **Matriculation Office**, Conlan Hall Room 20**3**, **415-239-3751**)

CCSF no longer offer the Native English and Math Placement Tests. For more information about the different options to be place into English and Math Courses, please visit www.ccsf.edu/ab705.

College and/or Test Data
Students who have completed previous college-level English and/or math coursework or have taken certain tests (Advanced Placement, SAT, ACT, etc...) should follow the College and/or Test Data process to receive their placements. Please meet with an academic counselor to develop your education plan in preparation for the new semester!

Get Your Math & English Placement Information
View your English and Math course placement based on the new English and Math course placement models per AB 705 by logging into Web4. You can review your course placement, Web Registration Appointment and other related information. Students who feel they need additional language acquisition support may want to take the Credit ESL Placement Test or talk to an academic counselor about the ESL sequence.

Testing General Info
Placement tests are one way of measuring the students' ESL skills. Placement test results are used for course placement purposes only. They are not used to prevent any student from attending CCSF. Counselors will use these results along with other information to help students decide on a program of courses.

TUITION AND FEES (Ocean Campus, Multi-Use Building MUB 130A, **415-239-3522**)

COSTS: (subject to change without prior notice)
$ 46 per semester unit for California resident
$234 per semester for nonresidents **+** $7 per unit for capital outlay fee **+** $46 per unit for enrollment fee
$ 20 for Student Health fee for ALL students; Summer Semester $16. (Mandatory)
* Addition costs (if applicable) for books, certification, equipment, materials and/or uniforms, etc.

FREE CITY **Program for eligible San Francisco residents** **https://www.ccsf.edu/freecity**

Financial Aid Office is relocated at Ocean Campus, **Multi-Use Building MUB 270**, 415-239-3577

CCSF GAINFUL EMPLOYMENT DISCLOSURE

Use the following link to get information about Gainful Employment Disclosure Data:
http://www.ccsf.edu/GainfulEmployment

For more information about graduation rates, loan repayment rates, and post-enrollment earnings about this institution and other postsecondary institutions please click here: https://collegescorecard.ed.gov/

It is the policy of the City College of San Francisco to provide all persons with equal employment and educational opportunities regardless of race, color, ancestry, national origin, ethnic group identification, religion, age, gender, marital status, domestic partner status, sexual orientation, disability or AIDS/HIV status, medical conditions, gender identity, or status as a Vietnam-Era veteran. These categories specifically include status as a lesbian, gay, bisexual, transgender, or questioning person in any District program or activity.