



City College of San Francisco

John Adams Center

1860 Hayes St.

San Francisco, CA 94117

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 RECOMMENDED PREPARATION:

- **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 Prep:** Placement into Math 40 or higher

ADMISSION REQUIREMENTS: 18 years of age minimum

CERTIFICATION 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

Remote Counseling Services are available for students:

1. Zoom appointment, phone (415) 561-1925
2. Phone appointment online esars.ccsf.edu
3. Email academiccounseling@ccsf.edu.

All applicants should join a ZOOM orientation meeting.

ORIENTATION DATES

All dates are on Thursday

Feb. 13, 2025	Aug. 14, 2025
Mar. 13, 2025	Sept. 11, 2025
Apr. 24, 2025	Oct. 09, 2025
May 08, 2025	Nov. 13, 2025
June 12, 2025	Dec. 11, 2025
July 10, 2025	Jan, 08, 2026

Log in at:

<https://ccsf-edu.zoom.us/j/91672458343>
(attend one)

Time: 6:00pm – 7:00pm

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) 561-1813 or visit our web site at <https://www.ccsf.edu/degrees-certificates/health-information-technology>

HEALTH CARE TECHNOLOGY OFFICE: 415-561-1813

STUDENT SERVICES OFFICE: 415-561-1835

5 STEPS COLLEGE ADMISSION PROCEDURES

1. Apply for Admission: Go to [Admissions & Registration](#) or call 415-239-3285.
 - **NEW CREDIT STUDENTS:** Fill out a CCSF **credit** application at [Credit Admission](#) or call 415-239-3285
 - **RETURNING STUDENTS:** Have attended CCSF before as a **credit** student, but have not enrolled in courses for 2 consecutive semesters (Spring & Fall) or more, reapply (update your personal information) at [Credit Admissions](#). Go to step 3. If you have only been away for one semester, you are considered a [Continuing Student](#).
2. Attend an orientation for the health program of interest. After orientation if there are no questions about registration, tuition & fees, financial aid, or other student services go to step 5.
3. Meet with a CCSF Counselor (Counselors available at John Adams Center for Zoom counseling appointments, call 415-561-1925.)
4. Complete the Assessment: Go to [Assessment Center](#) or call 415-239-3751.
**FOR PLACEMENT PROCEDURES FOR NATIVE ENGLISH AND MATH
OR FOR ENGLISH AS SECOND LANGUAGE PLACEMENT**
5. Register for Classes: Go to [Online Schedule](#).

Visit "[Virtual Help Counters](#)" or call 415-239-3000 for CCSF remote services.

PAYING FOR COLLEGE

COSTS: (subject to change without prior notice) Go to "[Tuition & Fees Office](#)" or call 415-239-3522

- California residents: \$46 per unit
- Nonresidents: \$452 per unit (\$46 per unit + \$406 nonresident tuition)
- \$20 Student Health Fee (\$16 in Summer)
- Additional costs: books, supplies, uniforms, equipment, certification, etc.

"Free City" Program: free tuition to CCSF for eligible San Francisco residents. See www.ccsf.edu/freecity

Financial Aid available: Go to "[Financial Aid Office](#)" (Search) at <http://www.ccsf.edu> or call 415-239-3577.

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/>

Visit the [CCSF Virtual Campus](#) for more information about our resources for students and to schedule an appointment with a counselor.

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.