



## Healthcare Administration Associate in Science

**START here**

1

| SEMESTER 1 – FALL               | CREDITS | MILESTONE | COMPLETED                |
|---------------------------------|---------|-----------|--------------------------|
| ENG 101 – English Composition I | 3       |           | <input type="checkbox"/> |
| PSY 101 – Intro to Psychology   | 3       |           | <input type="checkbox"/> |
| CAP 101 – Computer Applications | 3       |           | <input type="checkbox"/> |
| MAS 101 – Medical Terminology   | 3       |           | <input type="checkbox"/> |
| IDS 101 – First-Year Experience | 1       |           | <input type="checkbox"/> |
| IDS 106 – Career Exploration    | 1       |           | <input type="checkbox"/> |

TOTAL CREDITS 14

2

| SEMESTER 2 – SPRING                     | CREDITS | MILESTONE | COMPLETED                |
|---|---------|-----------|--------------------------|
| ENG 102 – English Composition II        | 3       |           | <input type="checkbox"/> |
| BIO 105 – Basic Anatomy & Physiology    | 3       |           | <input type="checkbox"/> |
| MAT 177 – Statistics                    | 3       |           | <input type="checkbox"/> |
| BUS 110 – Intro to Business             | 3       |           | <input type="checkbox"/> |
| AHP 104 – Medical Office Administration | 3       |           | <input type="checkbox"/> |

TOTAL CREDITS 15

3

| SEMESTER 3 – FALL              | CREDITS | MILESTONE | COMPLETED                |
|--------------------------------|---------|-----------|--------------------------|
| BUS 221 – Financial Accounting | 4       |           | <input type="checkbox"/> |
| ETH 101 – Ethics and Society   | 3       |           | <input type="checkbox"/> |
| BIO 131 – General Biology      | 4       |           | <input type="checkbox"/> |
| AHP 105 – Medical Coding I     | 3       |           | <input type="checkbox"/> |
| IDS Elective                   | 1       |           | <input type="checkbox"/> |

TOTAL CREDITS 15

4

| SEMESTER 4 – SPRING                            | CREDITS | MILESTONE | COMPLETED                |
|--|---------|-----------|--------------------------|
| AHP 108 – Medical Coding II                    | 3       |           | <input type="checkbox"/> |
| AHP 220 – Healthcare Delivery Systems          | 3       |           | <input type="checkbox"/> |
| AHP 225 – Healthcare Administration Internship | 1       |           | <input type="checkbox"/> |
| BUS 212 – Human Resource Management            | 3       |           | <input type="checkbox"/> |
| Economics Elective                             | 3       |           | <input type="checkbox"/> |
| Elective                                       | 3       |           | <input type="checkbox"/> |

TOTAL CREDITS 16

**You've FINISHED!**



### General Advising Notes

- AHP 104 is offered as an evening course in an accelerated nine-week format, Nov.-Jan. and March-May; online offering to be developed.
- Students who have completed the Medical Assisting Certificate will be able to substitute MAS 102 for AHP 104.
- AHP 105 is offered in an accelerated nine-week format on Saturdays, Jan.-March and May-July.
- AHP 108 is offered in an accelerated nine-week format on Saturdays, Jan.-March and May-July.
- AHP 225 will be an internship in the second half of the semester.

### Career and Transfer Outlook

- Graduates of the Healthcare Administration program are prepared to be employed on the business side of health care facilities such as hospitals, health insurance companies, long-term care facilities, rehabilitation centers and community-based clinics.
- Potential jobs include medical administration supervisor, medical coder, claim technician, revenue liaison, patient services.
- Students who complete this program are eligible to take the AAPC Certification exam to become a certified professional coder (CPC).

To learn more, call us at 1-800-818-3434  
or visit [www.middlesex.mass.edu](http://www.middlesex.mass.edu)