

Medical Office Administration (C25310)

Degree Type

Certificate

Credential Number

C25310

Major Requirements

Required Course

Take 3 credits from

Item #	Title	Credits
OST 148	Med Ins & Billing	3

Medical Terminology

Take 1 of 2 Groups

Group 1 - Take 6 credits from

Item #	Title	Credits
OST 141	Med Office Terms I	3
OST 142	Med Office Terms II	3

Group 2 - Take 6 credits from

Item #	Title	Credits
MED 121	Medical Terminology I	3
MED 122	Medical Terminology II	3

Concentration Requirements

Take 9 credits from

Item #	Title	Credits
OST 247	Procedure Coding	3
OST 248	Diagnostic Coding	3
OST 249	Med Coding Certification Prep	3

Course Sequencing

1st Semester (Fall)

Item #	Title	Credits
OST 148	Med Ins & Billing	3
	Medical Terminology 1st Choice	3
	Medical Terminology 2nd Choice	3

2nd Semester (Spring)

Item #	Title	Credits
OST 247	Procedure Coding	3
OST 248	Diagnostic Coding	3

3rd Semester (Summer)

Item #	Title	Credits
OST 249	Med Coding Certification Prep	3
Total Credits		18