

C 25 31 0 PR Patient Representative Certificate

First Semester Course Number and Title	Pre-Requisites and Co- Requisites	Class Hours	Lab Hours	Clinical Hours	Total Contact Hours	Total Credit Hours
MED 121 Medical Terminology I	Pre-Requisites: ENG 002 Tier 1	3			3	3
CIS 110 Introduction to Computers OR CIS 111 Basic PC Literacy	Pre-Requisites for CIS 110: ENG 002 Tier 1 and MAT 003 Tier 1 Pre-Requisites for CIS 111: none	1-2	2		3-4	2-3
BUS 151 People Skills	Pre-requisites: none	3			3	3
TOTAL SEMESTER HOURS						8-9
Second Semester Course Number and Title	Pre-Requisites and Co- Requisites	Class Hours	Lab Hours	Clinical Hours	Total Contact Hours	Total Credit Hours
MED 122 Medical Terminology II	Pre-Requisites: MED 121	3			3	3
OST 149 Medical Legal Issues	Pre-Requisites: none	3			3	3
OST 164 Office Editing	Pre-Requisites: none	3			3	3
TOTAL SEMESTER HOURS						9
TOTAL SEMESTER HOURS REQUIRED FOR CERTIFICATE						17-18