



AAS in Medical Office Management to
Online BAAS Healthcare Administration Concentration

Guided Pathway

Effective for the 2017-2018 Catalog

First Year – Tyler Junior College

FIRST SEMESTER (15 SCH)	SECOND SEMESTER (15 SCH)
POFM 1317 – Medical Administrative Support	HRPO 2307 – Organizational Behavior
POFM 1327 – Medical Insurance	POFT 1321 – Business Math
HITT 1305 – Medical Terminology I	POFT 1313 – Professional Workforce Preparation
ITSW 1301 – Introduction to Word Processing	POFM 1300 – Basic Medical Coding
POFT 1301 – Business English	^c SPCH 1321 – Business & Professional Communication (010)

Second Year – Tyler Junior College

It's best to apply to Midwestern State a full semester before you plan to transfer. It will help if you submit a copy of this pathway with your application.

FIRST SEMESTER (16 SCH)	SECOND SEMESTER (14 SCH)
ITSW 1304 – Introduction to Spreadsheets	POFM 2280 – Cooperative Education – Medical Administrative/ Executive Assistant and Medical Secretary
BIOL 2404 – Anatomy & Physiology	^c ENGL 2311 – Technical & Business Writing (040)
POFM 2310 – Intermediate Medical Coding	^c PSYC 2301 – General Psychology * (080)
^c ENGL 1301 – Composition I (010)	^c ARTS 1301 – Art Appreciation * (050)
POFM 1302 – Medical Software Applications	HITT 2245 – Coding Certification Exam Review *
	HPRS 1105 – Essentials of Medical Law/Ethics for Health Professionals

AAS: Medical Office Management

You will need to apply for the associate's degree at your community college. Contact your advisor there for more information.

Third Year – Midwestern State University Online BAAS Healthcare Administration (CA) Concentration

FIRST SEMESTER	SECOND SEMESTER
ENGL 1302 (or Communications II Core)	Cultural & Global Understanding
Any Physical/Life Science Core	Any Lang, Phil, Culture Core
Any College-Level Math Core	HIST 1233 (American History II)
HIST 1133 (American History I)	POLS 1433 (GOVT 2306-Texas Govt)
POLS 1333 (GOVT 2305-Federal Govt)	Undergraduate Inquiry & Creativity

Fourth Year – Midwestern State University Online BAAS Healthcare Administration (CA) Concentration

FIRST SEMESTER	SECOND SEMESTER
Select HCA Concentration Courses with Advisor	Select HCA Concentration Courses with Advisor
Select HCA Concentration Courses with Advisor	Select HCA Concentration Courses with Advisor
Select HCA Concentration Courses with Advisor	Select HCA Concentration Courses with Advisor
Select HCA Concentration Courses with Advisor	Select HCA Concentration Courses with Advisor
Select HCA Concentration Courses with Advisor	Select HCA Concentration Courses with Advisor
Select HCA Concentration Courses with Advisor	BAAS 4113, Capstone Project

This is not an official degree plan. Check with an advisor; degree plans may change in later catalogs. Part-time students may also follow this sequence. Developmental coursework may be required.

* You may take a different course to meet this requirement. A specific list is available from your advisor.

^c This course counts for the Core Curriculum at any public college or university in Texas.

() Course numbers shown in parentheses are equivalent to these courses at Midwestern State University.

For questions about the University portion of this guided pathway,
Contact the Academic Advising Office at (940) 397-4400 or www.mwsu.edu/baas.