



Certificate B

30-44 Credit Hours

Healthcare Documentation & Transcription Specialist

- Registered Healthcare Documentation Specialist (RHDS) Credential

Institution Appropriate Associate Degree

Maximum of 64 Credit Hours

Associate Degree Option(s)

- Certificate B Requirements
- Institutional option for degree completion
- Minimum of 15 Credit Hours of General Education

Required Courses within Program

Common Courses **8 credits:**

<i>Medical Style and Grammar</i>	<i>3 credits</i>
<i>Legal and Ethical Issues in Healthcare</i>	<i>3 credits</i>
<i>Healthcare Documentation and Transcription Practicum</i>	<i>2 credits</i>

Support Courses* **19-31 credits:**

<i>Anatomy and Physiology</i>	<i>4-8 credits</i>
<i>Medical Terminology</i>	<i>3 credits</i>
<i>Pharmacology</i>	<i>(up to) 3 credits</i>
<i>Pathophysiology</i>	<i>3-4 credits</i>
<i>Healthcare Documentation & Transcription</i>	<i>6-9 Credits</i>
<i>Healthcare Professional Development</i>	<i>2-4 Credits</i>

Other Courses* **3 credits:**

<i>Computer Concepts/Applications</i>	<i>3 credits</i>
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Course list sequence has no implication on course scheduling by colleges.

Institutions may add additional competencies based on local demand.

Competencies identified within the Support Courses represent opportunities for articulation with K-12.

**Institutions may utilize existing like course titles for Support Courses and Other Courses that adhere to the agreed upon course lengths.*

Notes

Specifics pertaining to the Healthcare Documentation and Transcription Specialist programs:

1. Students are encouraged to obtain the Kansas **WorkReady!** Certificate-Silver Level, before entering a Healthcare Documentation and Transcription Specialist program of study.
2. Students completing the Certificate B are eligible to sit for the RHDS credentialing examination.
3. Students may, upon completion of the requirements for the Healthcare Documentation and Transcription Specialist Certificate B, pursue an associate degree by linking the Healthcare Documentation and Transcription Specialist Program credits with other appropriate credits (such as Medical Coding or other institutional certificate program) to earn an AAS, ATS, or AGS.