Business Healthcare Technology (BHT3)
Associate of Applied Science eMap

This eMap, along with regular meetings with your program advisor and using DegreeWorks, will help you remain on track to finish your program as quickly as possible and graduate from Georgia Northwestern Technical College. This eMap is intended to be used when beginning the program in Fall semester. Starting the program in Spring or Summer semesters may alter the suggested courses or course availability. This eMap is based on the 2024-2025 academic year.

Please Note: Students will select a Specialization for this program. Specialization should be selected as soon as possible. See page two of this eMap for Specialization information.

1st set of suggested courses

Course		Hours	Completed
BUSN 1010	Medical Terminology, Anatomy, and Diseases for Business	6	☐
ENGL 1101	Composition and Rhetoric	3	☐
COMP 1000	Introduction to Computer Literacy	3	☐

Students must start with BUSN 1010 or the alternate option, BUSN 2300 and BUSN 2310. All students starting C term or summer semester should be enrolled in BUSN 2300 and 2310. If students want a full-time schedule, add COMP 1000 and/or ENGL 1005/1010.

2nd set of suggested courses

Course		Hours	Completed
BUSN 1440	Document Production	4	☐
BUSN 1015	Introduction to Healthcare Reimbursement (Prerequisite: BUSN 1010 only or one of BUSN 2300 or ALHS 1090)	3	☐
MATH 1111 OR MATH 1103	College Algebra OR Quantitative Skills and Reasoning	3	☐
XXXX xxxx	Humanities/ Fine Arts Elective (Recommended course: ENGL 2130)	3	☐

3rd set of suggested courses

Course		Hours	Completed
BUSN 2340	Medical Administrative Procedures (Prerequisite: BUSN 1010 only or one of BUSN 2300 or ALHS 1090, and COMP 1000)	4	☐
BUSN 2190	Business Document Proofreading and Editing	3	☐

4th set of suggested courses

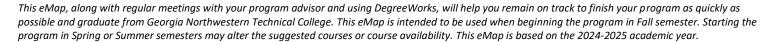| Course		Hours	Completed
XXXX xxxx	General Education Core Elective (Recommended course: POLS 1101 or ECON 1101)	3	☐
BUSN 2350	Electronic Health Records (Prerequisite: BUSN 1010 only or one of BUSN 2300 or ALHS 1090, and COMP 1000/ Corequisite BUSN 1440)	3	☐
BUSN 2375	Healthcare Coding (Prerequisite: BUSN 1010 only or one of BUSN 2300 or ALHS 1090, and COMP 1000/ Corequisite BUSN 1440)	3	☐
ACCT 1100	Financial Accounting I	4	☐

BUSN 2350 and ACCT 1100 are the recommended courses. Additional courses may be available to meet these requirements. See Course Catalog for more info.

5th set of suggested courses

Course		Hours	Completed
XXXX xxxx	Social/ Behavioral Sciences Elective (Recommended course: PSYC 1101)	3	☐
XXXX xxxx	Specialization Course (see list on page 2)	3	☐
XXXX xxxx	Specialization Course (see list on page 2)	3	☐
XXXX xxxx	Specialization Course (see list on page 2)	3	☐

6th set of suggested courses

Course		Hours	Completed
XXXX xxxx	Specialization Course (see list on page 2)	3	☐
XXXX xxxx	Specialization Course (see list on page 2)	3	☐

Total Credit Hours: 61 Minimum Credit Hours Required for Graduation

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SPECIALIZATION COURSES FOR BUSINESS HEALTHCARE TECHNOLOGY DEGREE
Please Note: Students must select ONE of the two available specialization tracks, 1) Program Management OR 2) Reimbursement and Compliance. Courses should be taken in the suggested sets of the eMap on page one, however, Specialization should be selected as soon as possible.

Practice Management Specialization:

1st set of suggested courses		Hours	Completed
Course		Hours	Completed
BUSN 2800	Practice Management Fundamentals (Prerequisite: BUSN 2340)	3	☐
BUSN 2810	Healthcare Compliance (Prerequisite: **BUSN 1010** or BUSN 2300 or ALHS 1090, ENGL 1010 or ENGL 1101)	3	☐
BUSN 2440	Healthcare Leadership and Professional Effectiveness (Prerequisite: BUSN 1010 or BUSN 2300 or ALHS 1090, BUSN 2310 or ALHS 1011, MAST 1120)	3	☐

2nd set of suggested courses		Hours	Completed
Course		Hours	Completed
BUSN 2820	Healthcare Practice Law and Ethics (Prerequisite: BUSN 1010 or BUSN 2300 or ALHS 1090, ENGL 1010 or ENGL 1010 or 1101, COMP 1000)	3	☐
BUSN 2830	Healthcare Delivery System (Prerequisite: BUSN 1010 or BUSN 2300 or ALHS 1090, BUSN 1440, COMP 1000)	3	☐

Compliance and Reimbursement Specialization:

1st set of suggested courses		Hours	Completed
Course		Hours	Completed
BUSN 2400	Healthcare Procedural Coding (Prerequisite: BUSN 2340/ Corequisite: BUSN 2410)	3	☐
BUSN 2410	ICD Coding (Prerequisite: BUSN 1010 or BUSN 2300 or ALHS 1090, BUSN 2310 or ALHS 1011, MAST 1120/ Corequisite: BUSN 2400)	3	☐
BUSN 2810	Healthcare Compliance (Prerequisite: BUSN 1010 or BUSN 2300 or ALHS 1090, ENGL 1010 or ENGL 1101)	3	☐

2nd set of suggested courses		Hours	Completed
Course		Hours	Completed
BUSN 2850	Health Record Auditing (Prerequisite: BUSN 2340, BUSN 2370 or BUSN 2375)	3	☐
BUSN 2420	Advanced Medical Coding	3	☐

BUSN 2420 is not offered in Fall semester.
- If Reimbursement and Compliance Specialization track is completed, students will also have met the requirements for Healthcare Billing and Coding Specialist (HBC1) Certificate.

Business Healthcare Technology AAS Degree Planning Notes:
- Classes for this program are offered at all GNTC campuses (schedules may vary) and can also be completed 100% online.
- If Learning Support Courses are needed, the timeframe for completion will be longer.
- If courses are taken in the suggested order, students will earn the Healthcare Office Assistant (HFA1) Certificate *AND* Healthcare Billing and Reimbursement Assistant (HBA1) Certificate by the end of the 4th set.
- If Reimbursement and Compliance Specialization track is completed, students will also have met the requirements for the Healthcare Billing and Coding Specialization (HBC1) Certificate.

Additional information for the Business Healthcare Technology AAS Degree and program requirements can be found at GNTC 2024-2025 Catalog.