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| **School or Division** | School of Health Professions |
| **Program or Certificate** | AS, Health Information Technology |
| **Proposed by (faculty only)** | Deborah Howard |
| **Presenter (faculty only)** | Deborah Howard |
| Note that the presenter (faculty) listed above must be present at the Curriculum Committee meeting or the proposal will be returned to the School or Division and be resubmitted for a later date. | |
| **Submission date** | 3/23/2016 |
| **Current course prefix, number, and title** | HIM2813 Professional Practice Experience II |

**Section I, Proposed Changes**

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| **Change to course prefix and number**  Lecture/lab course combined must include “C” / lab course must include “L” | List new course prefix and number |
| **Change to course title** |  |
| **Change of School, Division, or Department** | List new school, division, or department |
| **Change to course prerequisite(s) and minimum grade(s) (must include minimum grade if higher than a “D”)** | From: HIM1000, HIM2222, HIM2253, HIM1140, Permission of HIT Program Director  To: HIM1000 and HIM2724, with a minimum grade of C or higher. Permission of HIT Program Director |
| **Change to course corequisites** | From: HIM2283  To: None |
| **Is any corequisite for this course listed as a corequisite on its paired course?**  (Ex. CHM 2032 is a corequisite for CHM 2032L, and CHM 2032L is a corequisite for CHM 2032) | No  List the corequisite |
| **Change to course credits or clock hours** | From: 2  To: 3 |
| **Change to contact hours (faculty load)** | From:  To: |
| **Change to grade mode** | Choose an item. |
| **Change to credit type** | Choose an item. |
| **Change to course description** (provide below) | |
| N/A | |

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| **Change to general topic outline** (type in entire new outline below) |
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**Change to Learning Outcomes:** For information purposes only. Type in all learning outcomes, assessments, and general education competencies as they should be displayed in the syllabus. More rows can be added if necessary.

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| **Learning Outcomes** | **Assessments** | **General Education Competencies** |
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**Section II (must complete each item below)**

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| **Should any major restrictions be listed on this course? If so, select "change" and list the appropriate major restriction codes or select no change.** | Change  ASHIMT or  CCC Medical Information Coder/Biller (To Be Determined upon CCC Approval) |
| **Change course to an “International or Diversity Focus” course?** | No, not International or Diversity Focus |
| **Change course to a General Education course?** | No |
| **Change course from General Education to non-General Education?** | No |
| **Change course to a Writing Intensive course?** | No |
| **Change course from Writing Intensive to non-Writing intensive?** | No |
| **Change course to repeatable?**  (A repeatable course may be taken more than one time for additional credits. For example, MUT 2641, a 3 credit hour course can be repeated 1 time and a student can earn a maximum of 6 credits).  \*Not the same as Multiple Attempts or Grade Forgiveness | No |

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| **Impact of Change of Course Proposal** | |
| **Will this change of course proposal impact other courses, programs, departments, or budgets?** | No |
| **If the answer to the question above is “yes”, list the impact on other courses, programs, or budgets?** | N/A |
| **Have you discussed this proposal with anyone (from other departments, programs, or institutions) regarding the impact? Were any agreements made? Provide detail information below.** | |
| N/A | |

**Section III, Justification for proposal**

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| **Provide justification (below) for each change on this proposed curriculum action** |
| The FLDOE has developed a new Curriculum Framework for the College Credit Certificate, Medical Information Coder/Biller. For completion of the AS degree in Health Information Technology, students will complete HIM 2813 Professional Practice Experience II at 2 credits and then complete another 2 credits in HIM 2940 Professional Practice Experience III, which is the capstone course for the degree.  For the new College Credit Certificate, students will complete HIM 2813 Professional Practice Experience II at 3 credits. The additional content for CCC students will be focused on review for the Certified Coding Associate (CCA) credential from AHIMA and the Certified Professional Coder (CPC) credential from the American Academy of Professional Coders (AAPC).  Change of credit to variable 2-3 will accommodate both the AS degree (70 credits) and the new CCC (37 credits). |

**Section IV, Important Dates and Endorsements Required**

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| **List all faculty endorsements below. (Note that proposals will be returned to the School or Division if faculty endorsements are not provided).** |
| Elizabeth Whitmer, Sharon Fitzgerald, Tamea Stewart |

**nOTE:** Changes for the Fall 2016 term must be submitted to the Dropbox by the February 5, 2016 deadline and approved no later than the March 4, 2016 Curriculum Committee meeting. Changes during mid-school year are NOT permitted. Extreme circumstances will require approval from the appropriate Dean or Associate Vice President as well as the Provost and Vice President of Academic Affairs to begin in either the Spring 2016 or Summer 2016 term.

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| **Term in which approved action will take place** | Fall 2016 |
| **Exception to term (other than Fall 2016)** | Choose an item. |
| **Provide an explanation below for the requested exception to the Fall 2016 term effective date.** | |
| N/A | |

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| **Any exceptions to the term start date (other than Fall 2016) requires the signatures of the Academic Dean or Associate Vice President and the Provost and Vice President of Academic Affairs prior to submission to the Dropbox.** | | |
| **Dean or Associate Vice President** | **Signature** | **Date** |
| Type name here |  |  |
| **Provost and VPAA** | **Signature** | **Date** |
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| **Required Endorsements** | **Type in Name** | **Select Date** |
| **Department Chair or Program Coordinator/Director** | Deborah Howard | 3/23/2016 |
| **Academic Dean or Associate Vice President** | Dr. Marie Collins | 3/23/2016 |
| **Dean’s Council Representative** | Type name here | Click here to enter a date. |

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| **Select Curriculum Committee Meeting Date** | April 1, 2016 |