

TERM OF THE AGREEMENT: 2013-2018

Between

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA (SBBC)

And

BROWARD COLLEGE (BC)

This agreement is entered into between BROWARD COLLEGE and THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA for the purpose of establishing a formal articulation between these two organizations with regard to students pursuing an **Associate of Science degree in Health Information Technology (CIP: 1351070700)** at Broward College. Students completing the 1,200 clock hour **Medical Records Transcribing (CIP: 0351070701)** shall be awarded credit for the courses listed in this agreement. *Both the guidelines provided by the Florida Department of Education for the Advanced Technical Diploma (ATD) to AAS/AS Degree Articulation Statewide Agreement and a comprehensive review of each curriculum provide the framework for the agreement.*

Having undertaken and completed a comprehensive review and evaluation of each curriculum, instructional method, level of instruction, and available equipment and facilities, the BROWARD COLLEGE has concluded that the technical skills or competencies mastered by students completing the **Medical Records Transcribing** program with a grade of "C" or better in each course are equivalent to those acquired by BROWARD COLLEGE students completing selected courses in the **Health Information Technology Management Associate in Science Degree Program.**

Therefore, as a result of this assessment, subject to the conditions set forth below, students who successfully complete their program with the required level of proficiency and who are accepted for admission shall be entitled to:

Technical Center Program	BC Course(s)	Credits	Assessment Option
H170506 – Medical Records Transcribing – Applied Technical Diploma (ATD)	HSC 1531 Medical Terminology	3	Student must present a certificate of completion from a qualified program within 3 years of admission to the HIM program
	HIM 1430 Survey of Human Structure & Disease I	3	
	HIM 1435 Survey of Human Structure & Disease II	3	
	HIM 1000 Intro to HIM	3	
	HIM 1800 Professional Practice I	2	
	Total number of Credits	14	

To be awarded the credits above, the student must be admitted into Broward College and begin classes within two years of completion of the program.

STUDENT REQUIREMENTS:

To be eligible for award of credits at BROWARD COLLEGE, students must:

- 1) Successfully complete the technical courses required by their chosen program area with a "C" or better in each course of the program.
- 2) Meet the admission requirements of BROWARD COLLEGE.
- 3) Begin classes at BROWARD COLLEGE within two (2) years of the date of graduation from the program unless the program manager waives the time limitation.
- 4) Contact the BC Health Information Management Technology Program Manager (954-201-2084) or the BC Career & Technical Education Student Advisor to present official transcript, certificate of completion and industry certifications, if applicable.

THE SCHOOL BOARD OF BROWARD COUNTY shall agree to the following:

- 1) Program shall be taught by an instructor with the qualifications necessary to meet SACS criteria and/or program accreditation standards.
- 2) Notify the college of any major curriculum or program changes.

BROWARD COLLEGE and THE SCHOOL BOARD OF BROWARD COUNTY shall agree to the following:

- 1) Share the implementation and recruitment responsibilities for the program.
- 2) Provide program information at the high schools, technical centers and at each BC location.
- 3) Integrate the program into Career Pathways initiatives.

REVIEW PROCESS:

If curricular or programmatic modifications are made, the Articulation Agreement shall be updated; otherwise institutional approval shall be required every five (5) years.

Once initially established and appropriate approvals are secured, the Articulation Agreement shall remain in effect until revised or revoked. A thirty (30) day, written notice must be given by either party to revoke an Articulation Agreement.

