Minnesota State
Community and Technical College

ADMM1110 - Medical Documentation I

Credits:	4 (2/2/0)
Description:	This course covers the fundamentals of healthcare documentation and medical record production, legal and ethical issues and responsibilities, software usage and utilization of medical references in healthcare-related communication and research.
Prerequisites:	
Corequisites:	
Pre/Corequisites*:	
Competencies:	1. Explain the various reports found in medical records. 2. Examine legal issues pertaining to health information and documentation practices. 3. Utilize various medical and English references such as dictionaries, medical word books and online pharmaceutical resources. 4. Analyze ethical issues pertaining to health information and documentation practices. 5. Demonstrate the ability to differentiate content of the seven basic report types. 6. Explain the importance of healthcare documentation. 7. Utilize computer technology to accomplish tasks in a medical office. 8. Display the ability to communicate in written medical language. 9. Display professional work habits. 10. Demonstrate proper grammar and punctuation in healthcare-related communication. 11. Demonstrate methods of entering information in an electronic health record. 12. Retrieve information from medical records.
MnTC goal areas:	None

*Can be taking as a Prerequisite or Corequisite.