

Administrative Technologies Department

Associate of Applied Science Degrees

- **Health Information Technology (67-68 cr)**
 - *Description:* Health Information Technicians manage health information data. They ensure that the information maintains its quality, accuracy, accessibility, and security in both paper files and electronic systems for insurance reimbursement purposes, databases and registries, and to maintain patients' medical and treatment histories.
- **Office Administration Technology (62-65 cr)**
 - Option: Medical Office Assistant
 - *Description:* Medical Office Assistants complete administrative and clinical tasks in the offices of physicians, hospitals, and other healthcare facilities.

Certificates

- **Health Information Technology (31 cr)**
 - *Description:* Health Information Technicians manage health information data. They ensure that the information maintains its quality, accuracy, accessibility, and security in both paper files and electronic systems for insurance reimbursement purposes, databases and registries, and to maintain patients' medical and treatment histories.
- **Office Administration Technology - Medical Billing (18 cr)**
 - *Description:* Medical billing specialists ensure health providers are paid for medical services rendered.
- **Office Administration Technology - Medical Transcription (18 cr)**
 - *Description:* Medical transcriptionists listen to voice recordings that healthcare professionals make and convert them into written reports. They interpret medical terminology for preparing patients' medical histories, discharge summaries, etc.

Public Services Department

Associate of Applied Science Degree


- **Emergency Medical Services (70-71 cr)**
 - *Description:* Emergency medical services professionals may work at any of four different levels: first responder, EMT–basic, EMT–intermediate, and paramedic. After successful training, students are eligible for employment in many types of emergency medical systems such as fire departments, private and hospital-based ambulance systems, federal services, and hospital emergency departments.
 - Emergency medical technicians (EMTs) and paramedics care for the sick or injured in emergency medical settings. EMTs and paramedics respond to emergency calls, performing medical services and transporting patients to medical facilities.

Certificates

- **First Responder Prehospital (4 cr)**
 - *Prerequisites:* None
- **Emergency Med Svc Basic (10 cr)**
 - *Prerequisites:* Eligible for ENGL 1110G placement, OEEM 153 as a pre- or co-requisite.
- **Emergency Med Svc Intermediate (9 cr)**
 - *Prerequisites:* Copy of current NM State Emergency Technician–Basic license. Score of no less than 80 percent on departmental entrance exam.
- **Emergency Med Svc Paramedic (48 cr)**
 - *Prerequisites:* OEEM 153, OEEM 201, OEEM 206, OEEM 207, OEEM 207L. Copy of current NM EMT–Basic or EMT–Intermediate license. Copy of current CPR certification. Passing score on written/oral entry assessments.

Social Sciences Department

Associate of Public Health Degree

- **Public Health (60-61 cr)** 
 - *Description:* Public health professionals focus on the health of communities through health promotion, policy-making and environmental health and safety. They develop and implement strategies to improve the health of individuals and communities, often working in settings like nonprofit agencies and city/county health departments. In most cases, the credits you earn may be applied toward a bachelor's degree offered at a college or a university such as NMSU.

Certificates

- **Community Health Worker (16 cr)**
 - *Description:* Community Health Workers collect data and discuss health concerns with members of specific populations so that they can effectively create new programs that suit the demands of the surrounding communities. They work in a variety of settings, including hospitals, nonprofit organizations, government and doctor's offices, private businesses, and colleges.



Allied Healthcare Assistant Program

Associate of Applied Science Degree

• **Medical Assisting (60 cr)**

- *Description:* Medical Assistants have a broad range of skills in both patient care and medical office administration, which leads to a variety of employment opportunities. Such skills include assisting doctors and physicians with patient care, and medical office administration. Upon successfully completing the program requirements, the student is eligible to take the state medical assistant exam to become certified as a medical assistant. These programs provide an educational foundation for students to continue building on as they continue their careers within healthcare.
- **Prerequisites/Corequisites:** ACT Engl. 16-24 or "C" or better in CCDE110N or ENGL 1110G. BIOL 1130G, or BIOL 2210 & BIOL 2225. **Clinical Clearance Packet is required.**
- Training for several credentials are folded into these programs, including the following:
 - **NA 109 (Phlebotomist Basic – 4 cr)** - Phlebotomists specialize in extracting blood for analysis from patients. Phlebotomists work hand in hand with other Laboratory clinicians in assisting physicians in the diagnosing of diseases and/or disorders. Upon successfully completing the course, the student is eligible to take the NHA national exam to become certified as a phlebotomy technician.
 - **NA 110 (Electrocardiogram Technician – 4 cr)** - ECG technician students are trained with 12 lead ECG's, which are tracings of the electrical impulses transmitted by the heart. The technician attaches electrodes to the patient and then operates the ECG machine to obtain a reading to be interpreted by the physician. Upon successfully completing this course, students are eligible to take the NHA national exam to become certified electrocardiogram technicians.

Certificates

• **Medical Assisting (38+ cr)**

Architecture and Construction Technologies Department

Associate of Applied Science Degree

• **Electronics Technology, Biomedical Electronics (68 cr)**

- *Description:* The Biomedical Electronics option is a specialized program focusing on medical equipment. Career opportunities exist in hospital and clinical settings, engineering departments, and medical equipment manufacturing companies, as well as other organizations serving the rapidly expanding medical equipment service market. This course of study will also help prepare the electronics student for the Biomedical Equipment Technician Certification Exam of the International Certification Commission for Clinical Engineering and Biomedical Technology.

Certificates

• **Biomedical Electronics Technology (48 cr)**

Commercial Technologies Department

Associate of Applied Science Degree

• **Water Technology (67-68 cr)**

- *Description:* Water technology program graduates protect public health and the environment as operators, laboratory technicians, or as employees of regulatory agencies. Their responsibilities include operations of treatment systems, collections and/or analysis of samples, enforcement of regulations. They may work in a variety of settings including treatment facilities, laboratories, outside in field settings, and offices and field settings as regulatory personnel. This program is an EPA State Environmental Training Program. Assists students in preparation for the State of New Mexico utility operator and laboratory analyst certifications.

Certificates

• **Water Technology (28 cr)**

Science Department

• **Associate of Science (60 cr)** 

- *Description:* The Associate of Science degree is designed to ease transfer to four-year colleges and universities. In most cases, the credits you earn may be applied toward a bachelor's degree offered at a college or a university such as NMSU. The Associate of Science could lead to a career in a field such as biological/medical research or other pre-health program - visit prehealth.nmsu.edu for more info.