

## Health Unit Coordinator (BP/EP) Occupational Certificate

### Semester Sequence

#### Offered at Brooklyn Park and Eden Prairie

Student must achieve a score of 78 or above on the reading assessment test or successfully complete ENGL0921 prior to entering the Health Unit Coordinator Program. A score of 74 or above on the writing test is recommended. Students are required to maintain a "C" (80%) or above in all Health Unit Coordinator courses in the program.

#### First Semester

HLUC1002	Health Unit Coordinator Fundamentals	4
HLUC1020	Medical Terminology	2
HLUC1061	Diagnostic and Therapeutic Procedures	3
HLUC1101	Processing Physician's Orders	2
HLUC1200	Health Unit Coordinator Internship	3
CPLT1100	Computer Essentials	3

**Total Credits 17**

#### Graduation (17 Credits)

##### Criminal Background Studies:

Minnesota law requires that any person who provides services that involve direct contact with children, patients, and residents at a health or child care facility licensed by the State of Minnesota must have a background study conducted by the state. Individuals with specified felony convictions are prohibited from having direct contact with children, patients, and residents of licensed facilities. Anyone refusing to cooperate in the criminal background study cannot participate in coursework that requires direct contact with children, patients or residents. Students who are disqualified from having direct patient/resident/child contact will not be able to participate in coursework which includes a practical experience. Therefore, completion of coursework for the program major will not be possible without documentation of a cleared background study.

Semester listings reflect the recommended sequence. Due to circumstances beyond our control, the information herein is subject to change without notice.

3/31/2021 : BP 7306 / EP 7307