

Medical Records & Health Information Technicians

Entry wages (2014): \$12.37 per hour or \$25,730.00 annually

Projected growth (2016-2025) Faster than average at 25.9% in Tarrant County

What will you do?

Medical Records and Health Information Technicians, commonly referred to as health information technicians, ensure the organization and management of health information data. They maintain its quality, accuracy, accessibility, and security in both paper files and electronic systems formats. The health information data is classified in various types of systems to code and categorize patient information for insurance reimbursement, databases and registries, including maintenance of patient medical and treatment histories.

Where will you work?

Medical Records and Health Information Technician work in hospitals, medical facilities, clinics, and physician offices.

What Experience do you need?

Medical Records is a Middle Skill level occupation often requiring an Associate's Degree. They can complete a short term vocational program instead of a two year associate's degree.

What type of Training do I need?

Medical Records and Health Information Technicians are not required to be state licensed or registered. However, employers are wanting you to complete post-secondary education in health information management, and an industry recognized certification. This occupation is increasingly using electronic health records systems (EHR). There are two well-known nationwide industry associations that provides accreditation, and credentialing to Medical Records and Health Information Management Technicians, and Medical Coders. The American Health Information Management Association (AHIMA) provides certifications for Registered Health Information Technicians. To be a RHIT, a person must have already completed an Associate's Degree in an accredited program by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIM) and pass the AHIMA administered certification exam. From AHIMA, you can receive additional specialized certifications as a Clinical Coding Specialist (CCS) and a Clinical Coding Specialist Physician Practice (CCS-P). For medical coding, auditing and compliance, the American Academy of Professional Coders (AAPC) provides certifications. The other national certification agencies are the Board of Medical Specialty Coding & Compliance (BMSCC), National Health career Association (NHA), and the Professional Association of Health Care Coding Specialists (PAHCS). Medical Coding is a certificate program requiring less than 1 year to complete and not requiring an Associate's Degree. Taking continuing education unit classes is a requirement to maintain your certification. Check your credentialing agency for schedules and classes.



**29-2071.00 – Medical Records and Health Information Technician
(ONET Code)**

What else should I know?

Employers are able to verify your education and credentials when considering employment offers. Medical occupations are sensitive to criminal backgrounds. For criminal background applicants please check each certifying organization's policy for application and recertifying. For complete listing of convictions and deferred adjudications, See:

<http://www.statutes.legis.state.tx.us/Docs/HS/htm/HS.250.htm>

Sec. 250.006. CONVICTIONS BARRING EMPLOYMENT.

Approved Tarrant County Training Programs

Provider	Program Name	Hours (Contact/Credit)	Cost	Pell Eligible
Tarrant County College - Northeast	Medical Coding Program	292/0	\$2,335.00	No
Texas A & M (Online)	Administrative Medical Specialist-Billing & Coding & Medical Terminology (Online)	360/0	\$2,495.00	No
Tarrant County College - Northeast	Health Information Technology Coding Specialist	896/39	\$2,975.00	Yes
Texas A & M (Online)	Medical Transcription and Editing Online (Career Step)	640/0	\$2,995.00	No
Texas A & M (Online)	Professional Medical Coding and Billing (Online)	523/0	\$2,995.00	No
University of Texas at Arlington	Medical Coding and Billing Specialist	200/0	\$4,285.00	No
University of Texas at Arlington	Medical Administrative Assistant & Medical Coding	263/0	\$5,900.00	No
Tarrant County College - Northeast	A.A.S. in Health Information Technology	1600/70	\$7,100.00	Yes
New Horizons Learning Centers of Fort Worth	Healthcare IT Technician Associate Program	209/0	\$7,500.00	No
Tri-Med Institute	Medical Billing and Coding Specialist	480/0	\$7,600.00	No
School for Allied Health Professionals	Medical Insurance and Billing Specialist	640/0	\$8,595.00	No
Brightwood College	Medical Office Specialist	760/51	\$8,640.00	Yes
CCI Training Center Inc.	Medical Coding and Billing	644/23	\$9,990.00	Yes
CCI Training Center Inc.	Health Information Specialist	716/27	\$9,995.00	Pending
CCI Training Center Inc.	Medical Records Technician	590/22	\$9,995.00	No
The College of Healthcare Professions	Medical Coding & Billing-Health Information Technology	900/45	\$12,000.00	Yes

The cost of training reflected on this page is set by the training provider and does not reflect Tarrant County WIOA funding amounts. All services are subject to availability and funding.

*This information is subject to change. See a Workforce Center Career Counselor for more information.



DRAFT Career Pathway Map – Medical Records & Health Information Technician Occupation

