

Transfer Articulation Agreement for Baccalaureate Degree
between
Central Maine Community College
and
Saint Joseph's College of Maine

Statement of Purpose

Central Maine Community College (CMCC) and Saint Joseph's College of Maine's Online Division (SJC Online) have entered into this transfer articulation agreement. The purpose of this agreement is to facilitate student academic transfer and provide a smooth transition from a two-year community college to a university. It is recognized that this agreement shall describe the required program of study at CMCC for admission eligibility to SJC Online and the Baccalaureate Degree Program indicated.

Terms and Conditions of Academic Credit Transfer

To: Bachelor of Science in Health Information Management
(SJC Online Academic Program/Degree)

From: Associate in Applied Science in Medical Coding and Electronic Health Records
(CMCC Academic Program/Degree)

The evaluation and transfer of earned college credits shall follow state and federal education policies and institutional and academic program accreditation standards pertaining to undergraduate academic transfer. Current students and graduates who have earned degrees from CMCC shall be eligible for credit evaluation under the terms of this agreement.

Transfer students will be accorded the same standards and criteria for admission to a major degree sequence as SJC Online students. All applicants accepted to SJC Online Baccalaureate programs must fulfill the graduation requirements of the granting institution as identified in Appendices A, B & C.

- * Appendix A contains Admission & Graduation Requirements of the Receiving Institution
- * Appendix B contains Side by Side Course Equivalency Tables for the academic program listed above
- * Appendix C contains a map of remaining courses to be taken at SJC Online

Important Note: The information contained in Appendices A, B, & C is accurate for Catalog Year 2020-2021: [CMCC 2020-2021 Catalog](#). For up to date information please check SJC Online for transfer equivalencies and www.sjcme.edu for the current course catalog year.

Articulation Implementation and Agreement Review

The Chief Academic Officer designee of CMCC and the Director of Online Admissions at Saint Joseph's College of Maine shall be responsible for implementing this agreement, for identifying and incorporating any changes into subsequent agreements, and for conducting a *periodic review of this agreement*.

Signatures to This Agreement

This agreement becomes effective May 2021 and will be reviewed May 2024 for renewal discussion.

Betsy Libby

Betsy Libby (May 24, 2021 09:39 EDT)

Betsy Libby
Interim President
CMCC

May 24, 2021

Date

Lynne Robinson

Lynne Robinson (May 20, 2021 15:45 EDT)

Lynne Robinson
Associate VP/Chief Enrollment Officer
Saint Joseph's College of Maine

May 20, 2021

Date

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APPENDIX A

This agreement includes specific requirements for admission into a program, outlines requirements, and indicates which degree or diploma can be used to meet program prerequisites as well as general education, major or program, and graduation requirements.

Admissions requirements: Successful completion of the **Associate in Applied Science in Medical Coding and Electronic Health Records** at CMCC, submission of completed admission application, transcripts, and other supporting materials. For coursework to transfer to abbreviation, a student must earn a grade of C or better. To access SJC Online's free application, complete with instructions and admissions document checklist, visit: www.sjcme.edu/apply

Requirements for the Bachelor of Science in Health Information Management from SJC Online: Remaining required course work is listed in Appendix C. Student must maintain a cumulative GPA of 2.0 to graduate, and earn a C grade or better in all courses required for the major.
SJC Online Residency Requirement: At minimum, 30 credits of a student's baccalaureate course load must be completed at SJC Online, and at least 18 of those credits must be completed within a student's major.

Additional Institutional Contact Information:

Academic Department Chair (Central Maine Community College)

Name: Ros Arienti

E-mail: RArienti@cmcc.edu

Phone: (207) 755-5413

Director of Online Admissions (Saint Joseph's College of Maine)

Name: Leah Pottle

E-mail: lpottle@sjcme.edu

Phone: (207) 893-7766

APPENDIX B

Courses represented in italics are required.

*If subjects in italics in Appendix B are **not** taken at CMCC, the sequence represented in Appendix C cannot be observed.*

Only courses in which a student has earned a grade of C or higher are considered for transfer.

CMCC Courses Associate in Applied Science, Medical Coding and Electronic Health Records - General Education Requirements			SJC Online equivalencies		
Course	Title	Credits	Course	Title	Credits
BIO ____	MUST TAKE: BIO 115 Anatomy & Physiology I Lecture & BIO 116 Anatomy & Physiology I Lab	4	HIM 200	Intro to Anatomy & Physiology + 1 General Elective (GE) Credit	4
BIO ____	MUST TAKE: BIO 117 Anatomy & Physiology II Lecture & BIO 118 Anatomy & Physiology II Lab	3-4		General Elective	3
COM 101	Interpersonal Communications	3		Art, Creativity & Self-Knowledge Elective	3
Humanities or SS Elective	MUST TAKE: PHI or REL course	3		Philosophy or Theology Elective	3
ENG 101 OR ENG 105	College Writing OR College Writing Seminar	3-4	EH 106	English Composition I	3
ENG 220	Business Communications	3		Art, Creativity & Self-Knowledge Elective	3
LER 100	First Year Seminar (MCO)	1		General Elective	1
MAT 101	Business Mathematics	3		General Elective	3
PSY 101	Intro to Psychology	3		General Elective	3
Total credits		26-28			26

CMCC Courses Associate in Applied Science, Medical Coding and Electronic Health Records – Major Requirements			SJC Online equivalencies		
Course	Title	Credits	Course	Title	Credits
MCO 111	Health Information Management	4	HIM 100	Introduction to HIM + 1 GE Credit	4
MCO 116	Health Care Statistics	2		General Elective	2
MCO 121	ICD CM Coding	3	HIM 250	ICD Coding	3
MCO 125	CPT & HCPCS Coding	3	HIM 260	CPT Coding	3
MCO 134	Intermediate ICD PCS Coding	3		General Elective	3
MCO 136	Intermediate CPT & HCPCS Coding	3		General Elective	3
MCO 150	Medical Specialties & Pathophysiology	4	HIM 212	Pathophysiology + 1 GE Credit	4
MCO 215	Reimbursement Methodology	3	HIM 320	Reimbursement Methodologies	3
MCO 299	Practicum	3		General Elective	3
MEA 165	Medical Ethics and the Law	3		General Elective	3
MET 111	Medical Terminology	3	HIM 210	Medical Terminology	3
Total Major Credits		34			34
Total Credits		60-62	Total Credits Accepted		60

APPENDIX C

Remaining SJC Online Degree Requirements

For students in CMCC Associate in Applied Science, Medical Coding and Electronic Health Records transferring to SJC Online Bachelor of Science in Health Information Management

[Assumes students complete recommended courses at CMCC as listed in Appendix B.]

Year Three 12-Week Summer Term		Year Three 12-Week Fall Term	
Course	Credit	Course	Credit
EH 107 – English Composition II	3	TH 120 – Embracing the Mercy Tradition	3
HA 205 – American Healthcare Systems	3	HIM 211 - Pharmacology	3
		History Elective	3
Semester Credits	6	Semester Credits	9

Year Three 12-Week Winter Term		Year Three 12-Week Spring Term	
Course	Credit	Course	Credit
HIM 214 – Health Information Technology	3	HIM 300 – Health Data Management	3
HA 302 – Human Resource Management	3	HA 330 – Health Administration	3
ES 101 – Intro to Environmental Science	3	History, Philosophy, and/or Theology Elective	3
Semester Credits	9	Semester Credits	9

Year Four 12-Week Summer Term		Year Four 12-Week Fall Term	
Course	Credit	Course	Credit
HIM 340 – Information and Communication Strategies	3	HIM 402 – Project & Operations Management	3
PH 200 – Human Nature & Ethics	3	MA 205 – Elementary Statistics	3
History, Philosophy, and/or Theology Elective	3		
Semester Credits	9	Semester Credits	6

Year Four 12-Week Winter Term		Year Four 12-Week Spring Term	
Course	Credit	Course	Credit
HIM 403 – Healthcare Statistics & Research	3	HIM 460 – Advanced Practicum (120 hours; 60 done at a local healthcare site, 60 online via a virtual lab)	3
HA 410 – Quality in Healthcare Administration	3	HIM 453 – Compliance Ethics Information	3
Semester Credits	6	Semester Credits	6

Total SJC Online credits: 60
Total CMCC credits: 60
Total CMCC and SJC Online credits: 120

NOTE: The timeline above to complete courses at SJC may be accelerated or extended depending on student course load per term and course availability.