



**ROXBURY COMMUNITY COLLEGE**  
 1234 Columbus Avenue  
 Roxbury Crossing, MA 02120

**CORPORATE &  
 COMMUNITY  
 EDUCATION**



# ELECTRONIC HEALTH RECORDS SPECIALIST

## COMPREHENSIVE 100 HR PROGRAM

- ⇒ Basic functions of the Electronic Health Record and its' benefit physicians and patients.
- ⇒ Discussion of the current Health Information Technology
- ⇒ Rules and regulations that govern Electronic Health Record software
- ⇒ Prepares for CEHRS (certified electronic health records specialist) exam

### 100 hours of instruction includes:

- ⇒ 80 hours of classroom instruction
- ⇒ 20 hour hands-on externship in a medical office, hospital or clinic

Want to learn more??  
 Attend a FREE  
 INFORMATION SESSION  
JANUARY 31, 2012  
6:00 PM  
 CALL 617-933-7402 TO REGISTER!!

## COURSE DETAILS

**02/28/2012—05/17/2012**

**Tuesday & Thursday  
 5:30 pm—9:30 pm**

<b>02/28—04/26</b>	<b>Classroom</b>
<b>04/30—05/11</b>	<b>Externship</b>
<b>05/15</b>	<b>Final Exam</b>
<b>05/17</b>	<b>Graduation</b>

**\*Tuition - \$1,695**

- includes books, materials and lab fees •



**FINANCIAL ASSISTANCE  
 AVAILABLE FOR THOSE WHO  
 QUALIFY!!**

## DUTIES OF AN ELECTRONIC HEALTH RECORDS SPECIALIST...

- Assemble patients' health information including : medical history, symptoms, examination results, diagnostic tests, treatment methods, and all other healthcare provider services.
- Organize and manage health information data by ensuring its quality, accuracy, accessibility, and security.
- Communicate with physicians and other healthcare professionals to clarify diagnoses or to obtain additional information.



HEALTH CAREER TRAINING  
 AND EDUCATION CONSULTING

**REGISTER TODAY!**

TO REGISTER OR  
 FOR MORE  
 INFORMATION,  
 PLEASE CALL  
**617.933.7402**

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