Western Dakota Tech

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March 7, 2011

Mark Wilson, Director
OCCTE
700 Governor's Drive
Pierre, SD 57501

Dear Mr. Wilson:

We are formally requesting a program name change for our three-semester Medical Administrative Services diploma and our four-semester Medical Transcription degree to Health Information Management (HIM.) According to our Advisory Board, the current names do not adequately reflect industry trends. They believe by changing the name we will increase the marketability of the program.

We will still offer a three-semester diploma and a four-semester degree as the name change does not affect approved curriculum. The two options have a common first-year curriculum, and in semester three the student determines to seek the diploma option or the degree option as is done currently. Those who seek the three-semester option will receive an HIM diploma, and those who seek the four-semester A.A.S will receive an HIM degree with a Transcription/Editor specialty. The change will not affect current reporting requirements as the two options are currently reported together for the State.

If you have any questions concerning this request, contact Kelly O'Brien, Kelly.obrien@wdt.edu, Dr. Cathy Anderson, cathy.anderson@wdt.edu, or myself.

Sincerely,

Dr. Craig Bailey, President
Western Dakota Tech

Mission
Western Dakota Technical Institute is a public institution of higher learning where students acquire the knowledge, skills, and behaviors necessary for successful employment.