



# Medical Records Specialist Occupational Skills Award

IACE1.MRST  
OSA1.MRST  
2024-2025

Texas Southmost College  
Workforce Training and Continuing Education

Students will learn the skills needed to become a certified Medical Records Specialist. The Medical Records Specialist maintains patient recordings using industry software, processes patient admissions and discharges documents. Students will understand the terminology and concepts related to third-party reimbursement and the proper use of electronic medical record software. This program teaches how to compile, code, categorize, calculate, tabulate, audit, maintain, and verify information or data. Students who successfully complete this program will be eligible to take the National Health Association Certified Electronic Health Records Specialist (CEHRS) exam.



COURSES	Hours
HITT 1005 Medical Terminology	48
HITT 1001 Health Data Content and Structure	64
HITT 1053 Legal and Ethical Aspects of Health Information	48
<b>Total Contact Hours for Graduation</b>	<b>160</b>

## Award

TSC Certificate of Completion  
Occupational Skills Award  
Certified Electronic Health Records

\*Must successfully complete all courses with a Satisfactory (S) for graduation.