



UNIVERSITY of HAWAII\*  
**LEEWARD**  
COMMUNITY COLLEGE

**TO:** Della Teraoka, Interim VCAA  
**FROM:** Kay Ono, Business Division Chair *Kay Ono*  
**DATE:** March 1, 2017  
**SUBJECT:** Correction to HIT Course Name (HIT 192)

It has come to our attention that the course name for HIT 192, Professional Practice Experience and Registered Health Information Technologist Exam Prep is incorrect. The course title should reflect the RHIT national certification which is a Technician, not a Technologist.

The Business Division is requesting a Fast Track correction for the course title. It should be **Professional Practice Experience and Registered Health Information Technician Exam Preparation.**

We would appreciate your approval of this request since the accrediting team will visit Leeward CC on March 16-17, 2017. I have already talked with James Fujita and he suggested this memo. If this change is approved by you, James will present it tomorrow at the Curriculum Committee meeting, followed by Faculty Senate meeting on March 15. If you have any questions, please feel free to contact me. Thank you.

- c: James Fujita, Curriculum Chair
- William Albritton, Faculty Senate Chair
- Ron Umehira, Dean of CTE
- Patrice Jackson, HIT Program Coordinator

APPROVED:

*Della Teraoka* \_\_\_\_\_ *3/2/2017*  
Della Teraoka Date  
Vice Chancellor for Academic Affairs