

## COLLEGE OF SOUTHERN NEVADA

### Medical Coding

### Certificate of Achievement

### Fall 2023 Selection Criteria

Qualified applicants must have a minimum cumulative prerequisite GPA of 2.0 or higher. Applicants will then be selected through the following point system:

- **CUMULATIVE PREREQUISITE GPA (possible 7 points):**
  - 2.00 – 2.49 = 1 pt
  - 2.50 – 2.99 = 3 pts
  - 3.00 – 3.49 = 5 pts
  - 3.50 – 4.00 = 7 pts
  
- **Health Care Work Experience (2 points):**  
(At least 1 year within the last two years)
  - Documentation completed by employer indicating work responsibilities and length of employment must be supplied.
    - On letterhead
    - Date letter was written
    - Student's name
    - Location of work
    - Date work began and ended
    - Specific job duties
    - Supervisor's contact information
    - Supervisor's signature
  
- **Volunteer Work in the Medical Field (1 point):**  
(Completed volunteer work in the medical field consisting of a minimum of 40 hours in the previous 12 months.)
  - Note: Letter from the organization(s) where volunteer work was performed must specifically include the following:
    - On letterhead
    - Date letter was written
    - Student's name
    - Location of volunteer work
    - Date volunteer work began and ended
    - Number of volunteer hours completed
    - Specific job duties
    - Supervisor's contact information
    - Supervisor's signature
  
- **CCSD CTE Program Completion (1 point) (provide certificate)**
  
- **Completion of Healthy Living and Aging Courses HHP 150, 190, 201 and 213 (1 point)**  
(1 point awarded if ALL successfully completed with a grade "C" or better)
  
- **Total Possible Points (12 points): \_\_\_\_\_**