



About OCC

Olney Central College is a two-year public community college located on Ill. 130 across from the city park in Olney, Illinois.

Olney Central College offers a variety of educational opportunities with transfer degrees and technical programs that prepare our students for careers in today's competitive job market. Since its founding in 1963, OCC has been dedicated to providing students with a quality education at an affordable cost. OCC's small class sizes ensure our students receive one-on-one instruction from faculty members dedicated to their success.



OCC continues to receive recognition for its completion and graduation rates, earning it rankings as the No. 1 Community College in Illinois and one of the Top 150 Community Colleges in the nation.

In addition to its outstanding academics,

OCC offers students an active campus life. Students can participate in numerous clubs and organizations such as Student Senate and Phi Theta Kappa. Students can also attend athletic and other college-related events. The OCC Music Department includes Concert Band, Concert Choir and Jazz Ensemble, which are open to all OCC students, regardless of major.



OLNEY CENTRAL COLLEGE

Our mission:

Our mission is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

For more information:

Phone: 618-395-7777
Toll Free: 866-622-4322

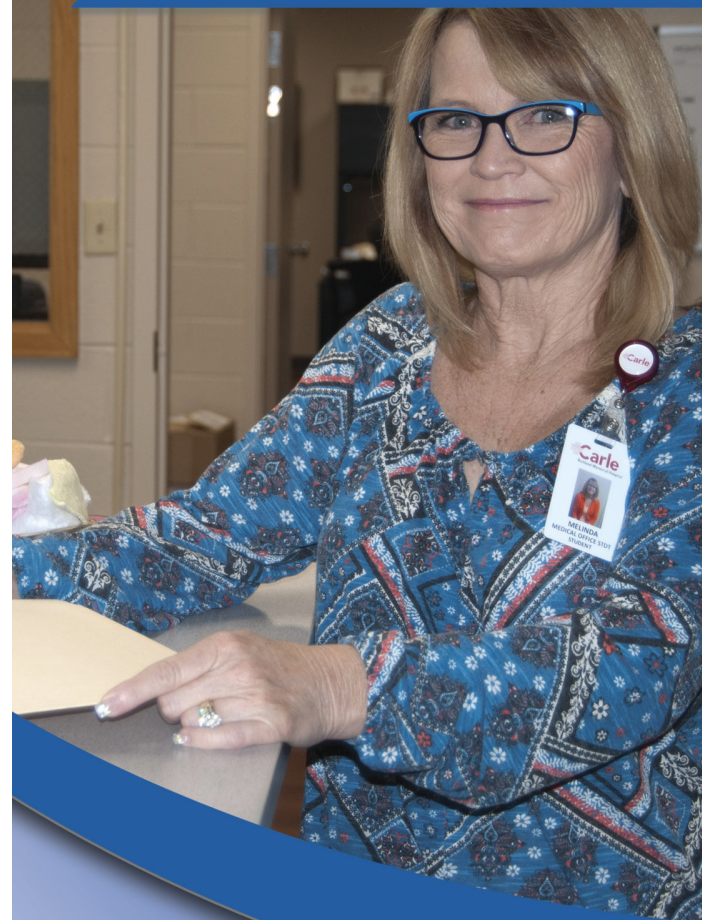
305 N. West St.
Olney, IL 62450

For class listings and course curriculum for all programs, check out OCC online:

www.iecc.edu/occ

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MEDICAL OFFICE CAREERS



OLNEY CENTRAL COLLEGE

Olney, IL



an Illinois Eastern Community College



Medical Office Assistant

The Medical Office Assistant degree program is designed to prepare medical office assistants, medical transcriptionists, medical receptionists, and other related personnel to meet the needs of area and national medical offices. In this area, jobs are available in hospitals, clinics, doctors' offices, insurance companies, health foundations, local industries, and governmental agencies. The demand for well-trained medical office assistants is increasing due to the expansion of medical services, medical agencies, and the increase of required medical records maintenance. This degree is available online.



Medical Coding Associate

Delivering quality healthcare depends on capturing accurate and timely medical data; medical coding professionals fulfill this need as key players in the healthcare workplace. The Medical Coding Associate certificate program prepares students for the Certificate Coding Associate exam/certification (www.ahima.org/certification/cca.aspx). Health information coding is the transformation of verbal descriptions of diseases, injuries, and procedures into numeric or alphanumeric designations. The coding of health-related data permits access to medical records by diagnoses and procedures for use in clinical care, research, and education. Medical coders assign a code to each diagnosis and procedure by using classification systems software. Successful completion of course prerequisites is required prior to enrollment into this program.



Health Information Tech

Employers can expect a well-rounded education from graduates of OCC's Health Information Technology degree program. Students will learn to ensure the quality of medical records. Training will include using computer applications to assemble and analyze patient data. Students will work to provide information to make good decisions in improving patient care and controlling costs. Students will learn to code diagnoses and procedures in patient records for reimbursement and research purposes. The program will allow students to find employment or to continue their education with a bachelor's degree in the field. Graduates will be employable in hospitals and other healthcare settings including office-based physician practices, nursing homes, home health agencies, mental health facilities, and public health agencies.

For more information, contact:

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