

## Certified Electronic Health Records Specialist (CEHRS) Program

Program Duration: 6 months

Course Sequence	Suggested Study Schedule
<b>CEHRS</b>	
I. An Overview of EHR and CEHRS	Week 1
II. Steps to EHR Implementation	Week 2-3
III. The EHR Framework	Week 4
IV. HIPAA Requirements and EHR Systems	Week 5-6
V. The EHR and Record Content	Week 7
VI. Patient Visit Management	Week 8-9
VII. Problem, Medication, and Allergy Lists	Week 10
VIII. Examination/Assessment Notes, Graphics, and Charts	Week 11-12
IX. Treatment Plans, Orders, and Results	Week 13
X. Medication Orders and Administration	Week 14-15
XI. Patient Communications	Week 16
XII. Coding, Billing, and Practice Reports	Week 17-18
XIII. Research, Registries, and Reportable Events	Week 19
XIV. Personal Health Records and Continuing Care Records	Week 20-21
<b>Microsoft Excel Advanced Functions</b>	Week 22
<b>Medical Transcription -Module 3: editing Records</b>	Week 23-26

- The above schedule is provided as a generic guideline to help students manage their study pace efficiently towards on time completion.
- Students who are able to finish courses in a faster pace are allowed and encouraged to do so for earlier completion.
- We recommend students to follow the course sequence in the order listed above.