

Medical Coding & Billing

Degree Type

Associate of Applied Science

Program Description

The Medical Coding and Billing degree focuses on the growing field of electronic billing and reimbursement. Learn to create and use electronic medical records as the system for clinical, administrative, and revenue capture in health care. The allocation of healthcare dollars has produced a shift in the billing system where facilities are finding it more profitable to employ individuals with expertise in both coding and billing. Those with experience in managing electronic medical records are highly employable.

A medical coding and billing specialist abstracts information from a patient's medical chart, applies the proper codes for reimbursement, and then completes and submits the applicable insurance form for payment of medical services. Additional duties include investigating denied claims, resubmitting claims for additional information, bill collection, and creating electronic files.

Career Opportunities

- Denial Claims Specialist
- Billing Specialist
- Medical Records Technician
- Medical Coder
- Medical Records Analyst
- Medical Records Abstractor
- Medical Office Manager
- Medical Insurance Specialist

Program Objectives

Upon completion of the program, the student will be able to:

1. Protect the security of medical records to ensure that confidentiality is maintained per HIPAA laws.
2. Review records for completeness, accuracy, and compliance with all applicable regulations.
3. Enter appropriate codes for treatment, procedures, disease, diagnosis to patient chart for billing.
4. Utilize the Revenue Cycle approach to complete the billing process
5. Enter data, such as demographic characteristics, history and extent of disease, diagnostic procedures, or treatment to patient chart.
6. Compile and maintain patients' medical records to document condition and treatment and to provide data for research or cost control and care improvement efforts.
7. Process, prepare, and submit appropriate insurance forms for payment to third party payor.

Obtaining the Degree

To earn the Associate of Applied Science degree, students must:

- Matriculate into the program.

- Satisfactorily complete all program requirements, including General Education and Major Requirements.

General Education Requirements

Course Code	Title	Credits
BIO 102	Life Science	3
	Elective - Humanities or Social Science	3
	Elective - Humanities or Social Science	3
	COM 101 or COM 110 or COM 120	3
ENG 105	Effective Writing for the Workplace	3
HSC 105	Introduction to Health Professions	1
HSC 123	Operational Health Informatics	3
MAT 135	Mathematics for Healthcare Professions	3

Major Requirements

Course Code	Title	Credits
HSC 100	Medical Terminology	3
HSC 130	Basic Anatomy and Physiology	3
HSC 155	Introduction to Electronic Health Records	3
HSC 215	Human Disease and Treatment Modalities	3
HSC 120	Health Information Management and Medical Office	3
HSC 210	Medical Coding CPT	3
HSC 205	Medical Coding ICD-10-CM	3
HSC 160	Law and Ethics for Health Occupations	3
HSC 135	The Revenue Cycle - Medical Billing	3
HSC 280	Financial Management in Health Care	3
HSC 212	Medical Coding Certification Prep	4
HSC 289	Medical Coding and Billing Simulations/Practicum	4

Humanities & Social Science Electives

(See Social Science Track I, Social Science Track II, Humanities Track I, and Humanities Track II under Liberal Arts and Sciences for course options)

Total Credits	60
----------------------	-----------

Course Sequencing

Fall 1

Course Code	Title	Credits
HSC 105	Introduction to Health Professions	1
ENG 105	Effective Writing for the Workplace	3
HSC 123	Operational Health Informatics	3
HSC 100	Medical Terminology	3
HSC 130	Basic Anatomy and Physiology	3
HSC 155	Introduction to Electronic Health Records	3

Spring 1

Course Code	Title	Credits
HSC 215	Human Disease and Treatment Modalities	3
HSC 120	Health Information Management and Medical Office	3
HSC 210	Medical Coding CPT	3
HSC 205	Medical Coding ICD-10-CM	3
HSC 160	Law and Ethics for Health Occupations	3

Fall 2

Course Code	Title	Credits
HSC 135	The Revenue Cycle - Medical Billing	3
	Elective - Humanities or Social Science	3
HSC 280	Financial Management in Health Care	3
MAT 135	Mathematics for Healthcare Professions	3
	COM 101 or COM 110 or COM 120	3

Spring 2

Course Code	Title	Credits
HSC 212	Medical Coding Certification Prep	4
BIO 102	Life Science	3
	Elective - Humanities or Social Science	3
HSC 289	Medical Coding and Billing Simulations/Practicum	4