

Campus:

Online



## Program Overview

The Medical Coding Specialist program prepares individuals for employment as entry-level coding specialists in healthcare facilities such as hospitals, clinics, physician practice groups, surgery centers, long-term care facilities and home healthcare agencies. Coding specialists are also employed in consulting firms, coding and billing services, insurance companies, governmental agencies and computer software companies. The medical coding specialist reviews medical documentation provided by physicians and other healthcare providers and translates this into numeric codes. The coding specialist assigns and sequences diagnostic and procedural codes using universally-recognized coding systems. Several uses of coded data are for payment of healthcare claims, statistics, and medical research.

## Special Features

- All courses will be offered online
- The program may be completed in a full-time or part-time format
- Students completing the one-year Medical Coding Specialist program have the option of returning to complete the associate degree Health Information Technology program; see page 110 for information on the Health Information Technology program

## Admission Requirements

Students in this program must:

- Complete application form and submit with fee (fee waiver may apply if previously submitted)
- Complete Accuplacer entrance assessment to determine placement (waiver may apply with acceptable alternative test scores and/or postsecondary degree completion)
- Have earned a high school diploma or GED certificate; current high school seniors must provide documentation upon graduation
- Complete one year of high school chemistry or one term of college-level chemistry with a 2.0 or better
- Review and sign the Functional Abilities Statement of Understanding
- Complete admissions meeting with a WITC counselor (above requirements must be completed prior to meeting)

## Program-Specific Requirements

Students in this program must:

- Attend a mandatory program orientation session

## Program Outcomes

Employers will expect the Medical Coding Specialist graduate to be able to:

- Collect health data
- Model professional behaviors and ethics
- Use electronic applications to support coding and data collection
- Apply coding and reimbursement systems

Employability essentials and indicators will also be addressed to develop personal awareness, career effectiveness, and professionalism. See page 5 of the college catalog for a list of employability essentials and indicators.

## Career Outlook

Graduates of the program will be qualified for a variety of positions including:

- Medical Coding Specialist
- Clinical Coding Specialist
- Claims Analyst

Graduates are eligible to take the National Clinical Coding Associate (CCA) certification examination through the American Health Information Management Association (AHIMA).

## Curriculum

Number	Course Title	Credits
<b>Occupational Specific Courses</b>		
10501101	Medical Terminology	3
10530162	Foundations of HIM <sup>▲</sup>	3
10530165	Intermediate Coding <sup>▲</sup>	3
10530182	Human Disease for the Health Professions <sup>▲</sup>	3
10530184	CPT Coding <sup>▲</sup>	3
10530185	Healthcare Reimbursement <sup>▲</sup>	2
10530197	ICD Diagnosis Coding <sup>▲</sup>	3
10530199	ICD Procedure Coding <sup>▲</sup>	<u>2</u>
		24
<b>Occupational Supportive/ General Studies Courses</b>		
10501107	Digital Literacy for Healthcare <sup>▲</sup>	2
10806177	General Anatomy and Physiology <sup>▲</sup> <sup>▶</sup>	<u>4</u>
		4
	<b>PROGRAM REQUIREMENTS</b>	<b>28</b>

<sup>▲</sup> Requires a prerequisite and/or corequisite that must be completed with a grade point of 2.0 or better.

<sup>▶</sup> See pages 41-43 for course descriptions.

Students must earn a grade point of 2.0 or better in all required courses.

Course repeat policies exist that allow for only a certain number of retakes within this program; please refer to the policies for details.

## CP Career Pathway Options

Career Pathways connect progressive levels of coursework to allow students to build upon their education. Each step in the pathway connects with employment options and provides the opportunity for advancement to higher levels. Medical Coding Specialist is a pathway option in the following program:

- 10-530-1 Health Information Technology Associate Degree (page 110)



# Course Descriptions

(See pages 41-43 for General Studies course descriptions)

## 10501101

### Medical Terminology - Credits: 3

Focuses on the component parts of medical terms: prefixes, suffixes and word roots. Students practice formation, analysis and reconstruction of terms. Emphasis on spelling, definition and pronunciation. Introduction to operative, diagnostic, therapeutic and symptomatic terminology of all body systems, as well as systemic and surgical terminology.

## 10501107

### Digital Literacy for Healthcare - Credits: 2

The focus of this course is the use of technology in healthcare. Learners use common business software applications, including word processing, presentation, spreadsheet, and databases. Communication methods using technology are addressed. Learners gain experience with using the electronic health record (EHR). Healthcare EHR security issues, social media use, and digital healthcare resources are examined. Computer skills proficiency developed as a part of this course. PREREQUISITE: Admission to plan 105301 Health Information Technology or 315302 Medical Coding Specialist.

## 10530162

### Foundations of HIM - Credits: 3

Introduces learners to the healthcare delivery system, and the external forces that influence healthcare delivery. Sets an understanding for the expectations and standards related to professional ethics, confidentiality and security of health information. Differentiates the use and structure of healthcare data elements, data standards, and the relationships between them. Prepares learners to collect and maintain health data to ensure a complete and accurate health record. COREQUISITE: 10501107 Digital Literacy for Healthcare.

## 10530165

### Intermediate Coding - Credits: 3

Prepares students to assign ICD and CPT/HCPCS codes supported by medical documentation and official coding guidance to support appropriate reimbursement. Students will participate in CDI activities, including preparation of appropriate physician queries in accordance with compliance guidelines. PREREQUISITES: 10530184 CPT Coding and 10530197 ICD Diagnosis Coding and successful completion of COREQUISITE: 10530199 ICD Procedure Coding is required prior to taking Intermediate Coding.

## 10530182

### Human Disease for the Health Professions - Credits: 3

Prepares learners to interpret clinical documentation that they will encounter in a variety of healthcare settings. Emphasis is placed on understanding the common disorders and diseases of each body system to include the etiology (cause), signs and symptoms, diagnostic tests and results, and medical treatments and surgical procedures. COREQUISITE: 10501101 Medical Terminology.

## 10530184

### CPT Coding - Credits: 3

Prepares learners to assign CPT/HCPCS codes, supported by medical documentation, with entry level proficiency. Learners apply instructional notations, conventions, rules, and official coding guidelines when assigning codes to case studies and actual medical record documentation. COREQUISITES: 10501101 Medical Terminology, 10530182 Human Disease for the Health Professions and 10806177 General Anatomy and Physiology.

## 10530185

### Healthcare Reimbursement - Credits: 2

Prepares learners to compare and contrast health care payers, illustrate the reimbursement cycle, and to comply with regulations related to fraud and abuse. Learners apply prospective payment systems using computerized encoding and grouping software. COREQUISITES: 10530162 Foundations of HIM, 10530182 Human Disease for the Health Professions, 10530184 CPT Coding, 10530197 ICD Diagnosis Coding, and 10530199 ICD Procedure Coding.

## 10530197

### ICD Diagnosis Coding - Credits: 3

Prepares students to assign ICD diagnosis codes supported by medical documentation. Students apply instructional notations, conventions, rules, and official coding guidelines when assigning ICD diagnosis codes to case studies and actual medical record documentation. PREREQUISITE: Admission to plan 105301 Health Information Technology or 315302 Medical Coding Specialist and COREQUISITES: 10501101 Medical Terminology, 10530182 Human Disease for the Health Professions and 10806177 General Anatomy and Physiology.

## 10530199

### ICD Procedure Coding - Credits: 2

Prepares students to assign ICD procedure codes supported by medical documentation with entry-level proficiency. Students apply instructional notations, conventions, rules, and official coding guidelines when assigning ICD procedure codes to case studies and actual medical record documentation. PREREQUISITES: Admission to plan 105301 Health Information Technology or 315302 Medical Coding Specialist 10501101 Medical Terminology, and 10806177 General Anatomy and Physiology and COREQUISITE: 10530182 Human Disease for the Health Professions.

## Revised 4/6/17

Gainful employment information is available at this link: <http://www.witc.edu/pgmpages/medical-coding/gainful-employment/Gedt.html>. This information is provided as a federal requirement in an effort to help students make informed decisions related to the costs and potential employment in a chosen field.

## Graduate Employment Information

(WITC Graduate Survey Responses 2014-2015; for most recent data, go to [witc.edu](http://www.witc.edu))

Number of graduates	11	Number employed	7	% employed in WITC district	75%
Number of responses	10	Percent employed	100%	Range of yearly salary	\$31,822-\$45,000
Number available for employment	7	Employed in related field	5	Average yearly salary	\$38,981

*career vision*