

MEDICAL CODING AND BILLING - CERTIFICATE OF COMPLETION

The Medical Coding and Billing Certificate program prepares students to fill essential jobs in the healthcare field, connecting health care providers, patients, and insurance companies. Coders review accuracy of medical records and translate information into codes for insurance claims.

Course work includes coding, billing, medical office procedures, medical terminology and a capstone internship course to prepare students to take the Certified Coding Associate (CCA) exam upon completion of the program.

All courses must be completed with a C- or higher.

Code	Title	Hours
Technical Requirements		
AHS 140	Essentials of Anatomy and Physiology	4
AHS 202	Legal and Ethical Issues in Health Care	3
HIT/NURS/OATS 150	Introduction to Medical Terminology	3
HIT 221	Internship I	3
HIT/OATS 228	Medical Insurance Billing	3
HIT 240	Health Information Quality Management	3
HIT 248	Medical Coding I	3
HIT 258	Medical Coding II	3
Total Hours		25

A Suggested Plan of Study

Additional classes may be needed based on placement test results and course prerequisites. Visit with an advisor for help with creating a customized plan.

Course	Title	Hours
First Year		
Semester 1		
Summer		
HIT 150	Introduction to Medical Terminology	3
HIT 228	Medical Insurance Billing	3
Hours		6
Semester 2		
Fall		
AHS 140	Essentials of Anatomy and Physiology	4
HIT 240	Health Information Quality Management	3
HIT 248	Medical Coding I	3
Hours		10
Semester 3		
Spring		
AHS 202	Legal and Ethical Issues in Health Care	3
HIT 221	Internship I	3
HIT 258	Medical Coding II	3
Hours		9
Total Hours		25