

Medical Billing and Coding 5584

A Certification Course

Course Description: Medical Billing and Coding is one of the certification courses of a completer pathway in the Health Science. This course will prepare students to sit for a national certification in insurance coding. Students in this course will further their knowledge of foundational standards in medical law and ethics, professionalism, medical terminology and anatomy and physiology. This course will include an introduction to ICD-10 and ICD/CPT.

ICD-10 (International Classification of Diseases) is a system used by physicians and healthcare professionals to code diagnoses and procedures that occur in American hospitals.

CPT (Current Procedural Terminology) codes are numbers assigned to every task and service a medical practitioner may provide to a patient (although not a Medicare patient - see note below) including medical, surgical and diagnostic services. They are then used by insurers to determine [the amount of reimbursement](#) that a practitioner will receive by an insurer when he or she performs that service. Since everyone uses the same codes to mean the same thing, they ensure uniformity.

Students interested in this course should have an interest in healthcare, science and technology. The student will use computer medical software to navigate this course and meet the required objectives. A student in this course may have a desire to be involved with the medical field but may not necessarily want to have “hands – on” patient care.

Course Credit: CP : 1 unit (120 hours or more) - 2 Units (240 hours or more)

Course requires 180 hours to complete Objectives

Pre-requisites: Required Pre-Requisite: Students must be a 3 unit completer or this must be the 4th unit in a 4 unit completer path (in any Health Science pathway) Students must have taken 1 unit of Medical Terminology- successfully passed. (75 or better)

Grade Level required to take the course: Senior (grade 12)

Completer Pathway: Please keep in mind that to be a completer through this pathway a student must complete one unit in each of the required courses for the pathway that the student wants to complete in. (*Example, **Health Science 1(minimum 1 unit), Health Science 2 (minimum 1 unit), Medical Terminology (1 unit) and Medical Billing and Coding (1 or2 units) = a Health Science completer.*** **A 3 unit completer in any HS Path may enroll in this course.**

Medical Billing & Coding Program						
SEMESTER 1						
1 st Three Weeks Introduction To MBC						
Course #	Course Title	Learning Objectives: Students will be able to:	Common Core Standards (See below outline)	Lecture	Lab	Total Hours
Coursework 101	Introductions To Medical Billing and Coding Medical Law and Ethics	- Describe medical billing and coding - Explain medical law and ethics - Demonstrate ethical behavior	R - 1, 2, 4, 7, 9 W - 1, 2, 4, 6 S/L - 1, 2, 4, 5, 6 L - 1, 2, 4, 5, 6	10	5	15
MBC 1	Total Hours:			10	5	15
2 nd Three Weeks Medical Terminology						
Course #	Course Title	Learning Objectives: Students will be able to:	Common Core Standards (See below outline)	Lecture	Lab	Total Hours
Coursework 102	Basic Medical Terminology Health Information Management HIPAA	- Define basic medical terms - Communicate information properly - Comply with HIPAA regulations	R - 1, 2, 4, 5, 8, 10 W - 4, 8 S/L - 1, 2, 4, 5, 6 L - 1, 2, 3, 4, 5, 6	8	7	15
MBC 2	Total Hours:			8	7	15
3 rd Three Weeks Claims Processing						
Course #	Course Title	Learning Objectives: Students will be able to:	Common Core Standards (See below outline)	Lecture	Lab	Total Hours
Coursework 103	CMS claims completion Medicare/Medicaid Claims Processing Tri-care Claims Processing	- Demonstrate processing of claim forms - Accurately transcribe information	R - 1, 4, 5, 8 W - 4, 8 S/L - 4 L - 4, 6 M - 1, 2, 3, 4, 5, 6, 7, 8	7	8	15
MBC 3	Total Hours:			7	8	15
4 th Three Weeks Procedure Coding						
Course #	Course Title	Learning Objectives: Students will be able to:	Common Core Standards (See below outline)	Lecture	Lab	Total Hours
Coursework 104	Workman's Comp Claims CPT	- Demonstrate processing of claim forms - Accurately transcribe information	R - 1, 4, 5, 8 W - 4, 8 S/L - 4 L - 4, 6 M - 1, 2, 3, 4, 5, 6, 7, 8	5	10	15
MBC 104	Total Hours			5	10	15
5 th Three Weeks Diagnosis Coding						
Course #	Course Title	Learning Objectives: Students will be able to:	Common Core Standards (See below outline)	Lecture	Lab	Total Hours
Coursework 105	ICD-10	- Differentiate between ICD-9 and ICD-10 - Develop tools to help learn ICD-10 codes	R - 1, 5, 10 W - 2, 4 S/L - 4 L - 3, 4, 6 M - 5, 6	10	5	15
MBC 105				10	5	15

6 th Three Weeks							Skin/Skeletal / Muscular Systems						
Course #		Course Title		Learning Objectives: Students will be able to:		Common Core Standards (See below outline)		Lecture		Lab		Total Hours	
Coursework 106		Integumentary /Muscular/Skeletal System A&P/ Med Terms/ICD/IPT/ Claims Completion		- Recognize major body systems - Synthesis information from entire semester		R – 1, 4, 5, 8 W – 4, 8 S/L – 4 L – 4, 6 M – 1, 2, 3, 4, 5, 6, 7, 8		5		10		15	
MBC 106		Total Hours:						5		10		15	
		TOTAL SEMESTER HOURS						45		45		90	
SEMESTER 2													
7th Three Weeks							Endocrine Nervous/ Sensory/ Special Senses, Eyes and Ears						
Course #		Course Title		Learning Objectives: Students will be able to:		Common Core Standards (See below outline)		Lecture		Lab		Total Hours	
Coursework 107		Endocrine Nervous sensory System A&P/ Med Terms ICD/CPT Claims Completion		- Recognize major body systems - Synthesis information from entire semester		R – 1, 4, 5, 8 W – 4, 8 S/L – 4 L – 4, 6 M – 1, 2, 3, 4, 5, 6, 7, 8		5		10		15	
MBC 7		Total Hours:						5		10		15	
8th Three Weeks							Cardiovascular/Respiratory/Digestive System						
Course #		Course Title		Learning Objectives: Students will be able to:		Common Core Standards (See below outline)		Lecture		Lab		Total Hours	
Coursework 108		Respiratory System A&P/ Med Terms ICD/CPT Claims Completion		- Recognize major body systems - Synthesis information from entire semester		R – 1, 4, 5, 8 W – 4, 8 S/L – 4 L – 4, 6 M – 1, 2, 3, 4, 5, 6, 7, 8		5		10		15	
MBC 8		Total Hours:						5		10		15	
9th Three Weeks							Lymphatic & Immune system/Urinary /Reproductive System						
Course #		Course Title		Learning Objectives: Students will be able to:		Common Core Standards (See below outline)		Lecture		Lab		Total Hours	
Coursework 109		Reproductive System A&P Med Terms ICD/CPT Claims Completion		- Recognize major body systems - Synthesis information from entire semester		R – 1, 4, 5, 8 W – 4, 8 S/L – 4 L – 4, 6 M – 1, 2, 3, 4, 5, 6, 7, 8		5		10		15	
MBC 9		Total Hours:						5		10		15	
10 th Three Weeks							Computerized Medical Office / Certification Preparation 1						
Course #		Course Title		Learning Objectives: Students will be able to:		Common Core Standards (See below outline)		Lecture		Lab		Total Hours	
Course work 110		Computer Medical Office Software Certification Review		- Collaborate with classmates - Summarize material learned - Practice for exam		R – 1, 10 W – 2, 4		5		10		15	
MBC 110		Total Hours:						5		10		15	
11 th Three weeks							Computerized Medical Office / Certification Preparation 2						
Course #		Course Title		Learning Objectives: Students will be able to:		Common Core Standards (See below outline)		Lecture		Lab		Total Hours	

Coursework 111	Computer Medical Office Software Certification Review	• Collaborate with classmates • Summarize material learned • Practice for exam	R – 1, 10 W – 2, 4 S/L – 1, 2	5	10	15
MBC 111	Total Hours:			5	10	15
12th Three Weeks Professional Development						
Course #	Course Title	Learning Objectives: Students will be able to:	Common Core Standards (See below outline)	Lecture	Lab	Total Hours
Coursework 112	Resume, Cover letter Interviewing skills Professionalism	• Design a resume • Write a cover letter • Practice interviewing	R – 1, 10 W – 2, 4 S/L – 1, 2 L – 4, 6	10	5	15
MBC 112	Total Hours:			10	5	15
	TOTAL SEMESTER HOURS			35	45	90
	CUMULATIVE HOURS (SEMESTERS 1&2)			70	110	180

TOTAL HOURS Required: 180

Resources:

[Kaduceus Hands-On Career Training Website - http://kaduceusinc.com](http://kaduceusinc.com) -

This is offered as an online textbook/course.

CONTACT: Nancy Mallini (nmallini@kaduceusinc.com) 1-877-Kaduceus

This course is currently through and outside vendor and the purchase of this course comes with supplies.

Other classroom supplies not included such as anatomical models, technology tools, and supplemental books may be requested by your district through Perkins funding if approved.