

SECTION I.

SUBJECT AREA & COURSE NUMBER: Medical Assisting MED*217

COURSE TITLE: Medical Coding

CATALOG COURSE DESCRIPTION

Comprehensive insurance coding techniques for accurate submission of International Classification of Disease, Current Procedural Terminology, and Health Care Finance Administration Common Procedure Coding System.

LECTURE HOURS PER WEEK: 3 CREDIT HOURS: 3

PREREQUISITE: BOT*180, BIO*115, MED*170, CSA*105

SECTION II

A. SCOPE

Course content will include the following:

1. The purpose of the CPT manual
2. The CPT manual format
3. CPT coding steps
4. The 6 CPT manual sections
5. HCPCS Level II and III procedure coding
6. The purpose of the ICD manual
7. The ICD manual format
8. ICD coding steps

B. REQUIRED WORK

Reading assignments from the required coding textbook and coding handouts
Homework assignments given by instructor
Class assignments in CPT and ICD coding

C. ATTENDANCE AND PARTICIPATION

Regular attendance and class participation are expected.

D. METHODS OF INSTRUCTION

As determined by instructor, may include lecture and discussion, specialty quest lecturers, audio-visual tapes, small group and collaborative learning.

E. OBJECTIVES, OUTCOMES, and ASSESSMENT

The following objectives and outcomes represent the department's core requirements for student achievement:

LEARNING OBJECTIVES	LEARNING OUTCOMES	ASSESSMENT METHODS
To demonstrate an understanding of:	Student will:	As measured by:
the purpose of CPT manual	1.understand the usage of procedural coding	1.achievement of passing grade on tests and/or quizzes
the CPT manual format	1.comprehend manual layout and the significance of coding symbols	same as above
CPT coding steps	1.understand coding guidelines	1.achievement of passing grade on tests and/or quizzes 2.achievement of 75% accuracy on all coding projects
the 6 CPT manual sections	1.describe each section's contents	1.achievement of passing grade on tests and/or quizzes
level II and level III procedure coding	1.understand the organization of level II and III procedure coding 2.apply level II and III procedure coding where applicable	1.achievement of passing grade on tests and/or quizzes 2.achievement of 75% accuracy on all coding projects
the purpose of ICD manual	1.understand the usage of diagnostic coding	1.achievement of passing grade on tests and/or quizzes
the ICD manual format	1.comprehend manual layout and the significance of coding symbols	same as above
ICD coding steps	1.understand coding guidelines	1.achievement of passing grade on tests and/or quizzes 2.achievement of 75% accuracy on all coding projects

F. REQUIRED TEXT AND SUPPLIES:

2001 ICD-9-CM Volumes 1,2,& 3 AND 2001 HCPCS, Carol J. Buck
Step-By-Step Medical Coding, Carol J. Buck

G. INFORMATION TECHNOLOGY:

None Needed