

Medical Billing and Coding, T.D.

Technical Diploma

40 Credit Hours/600 Clock Hours



GOODWILL TECHNICAL
COLLEGE

STUDENT ID: _____

CATALOG YEAR _____

STUDENT NAME: _____

The Medical Billing and Coding program provides students with knowledge and competencies required for entry level medical coding positions in hospitals, ambulatory and surgery centers, and physician-based settings.

Program Learning Outcomes

Students who successfully complete the Medical Billing and Coding program will be able to:

1. Apply diagnostic and procedure codes using ICD-10-CM, HCPCS/CPT coding systems to successfully code medical record.
2. Explain ethical standards and adhere to principles of patient confidentiality within the healthcare community as defined by federal, state, and local guidelines.
3. Recognize and understand common medical terminology and acronyms used within the industry and demonstrate knowledge of the structure and organization of body systems in relation to medical billing and coding.
4. Demonstrate proficiency in verifying completeness, accuracy and quality of clinical coding using various classification systems.
5. Apply verbal, nonverbal and written communication principles and skills.

Required Course in Major

Required grade of 'C' or higher

COURSE	COURSE TITLE	SEM	YEAR	GRADE	CLOCK HOURS	CREDIT HOURS
COLL 101	College Success Skills				15	1
CLIT 001	Introduction to Computer Literacy				30	2
BMAT 101	Basic Math Refresher				45	3
CRTK 101	Introduction to Critical Thinking				45	3
ACCT 101	Introduction to Bookkeeping				45	3
BMGT 101	Introduction to Entrepreneurship				45	3
WPDV 101	Workplace Diversity				45	3
HCA 101	Introduction to Healthcare				45	3
MBC 101	Introduction to ICD-10 Coding Principles and Applications				60	4
MBC 201	Introduction to Professional and Institutional Billing				45	3
MBC 202	Health Care Finance Managing Accounts Receivables				30	2
HCA102	Medical Law and Ethics and Health Records				60	4
MBC 203	Introduction to Electronic Claims Filing				45	3
MBC 204	Physician-Based Chart Auditing				15	1
JOBS 100	Job Seeking Skills				30	2