

# MEDICAL BILLING AND CODING, CERTIFICATE

**Program Code:** CC.MEDBILLCODE

This is a limited-entry program.

Medical Coders analyze the doctor's documentation using specific guidelines to determine the correct codes for billing the doctor's services. The insurance biller will apply healthcare laws to create and submit the claims for the doctor's work. The insurance biller will work with the insurance companies and patients to track the claims through payment of services rendered.

The work of the coder and insurance biller can produce prompt and proper payments to your doctor and lower their costs by applying current health insurance regulations and practices to healthcare billing, coding, and reimbursement. During the duration of the nine-month program, students will prepare to sit for the national certification exams through the AAPC: The Certified Professional Biller (CPB) and Certified Professional Coder (CPC).

For information, contact [healthsciences@clackamas.edu](mailto:healthsciences@clackamas.edu).

## Outcomes

### Program Outcomes

Upon successful completion of this program, students should be able to:

- perform medical insurance billing, including producing claims and making changes to claims;
- apply coding and billing guidelines and laws;
- analyze insurance reimbursement forms to ensure insurance companies have paid accurately;
- post payments/adjustments to patient accounts;
- explain provider chart notes and code patient visits accurately for billing;
- communicate with providers and patients about billing and coding;
- describe healthcare laws that pertain to medical billing and coding;
- maintain confidentiality and security of patient data.

## Requirements

Information regarding specific requirements and timelines are located at the [Medical Billing and Coding Program Website](#).

After acceptance into the program, students will be required to attend a mandatory program orientation.

Code	Title	Credits
<b>Program Requisites</b>		
Select one of the following:		4.00
BI-120	Introduction to Human Anatomy and Physiology	
BI-231 & BI-232 & BI-233	Human Anatomy & Physiology I and Human Anatomy & Physiology II and Human Anatomy & Physiology III	
HP-110	Medical Terminology	4.00
WR-101 or WR-121Z	Workplace Writing Composition I	4.00

<b>Winter Term</b>		<b>Credits</b>
MBC-115	Insurance Billing and Reimbursement I	4.00
MBC-120	Introduction to Medical Coding	3.00
MBC-135	Law and Ethics for Healthcare Professions	3.00
MTH-060 or MTH-098	Algebra I or College Math Foundations	4.00
<b>Credits</b>		<b>14</b>
<b>Spring Term</b>		
BA-131	Introduction to Business Computing	4.00
MBC-116	Insurance Billing and Reimbursement II	4.00
MBC-125	ICD-10 Coding I	2.00
MBC-126	CPT/HCPCS Coding I	4.00
<b>Credits</b>		<b>14</b>
<b>Summer Term</b>		
COMM-218Z	Interpersonal Communication	4.00
MBC-225	ICD-10, CPT and HCPCS Coding II	5.00
<b>Credits</b>		<b>9</b>
<b>Total Credits</b>		<b>37</b>

All courses must be passed with a C or better

## Careers

Career opportunities include:

- medical billing and/or coding