

## MEDICAL BILLING & CODING

Certification in **Medical Billing and Coding** provides students with a solid academic foundation in the areas of procedural and diagnostic coding, utilization of medical software, accounts receivable, insurance claims submission and management, electronic medical records (EMR), HIPAA compliance, health insurance guidelines and insurance fraud issues. Graduates of the program are eligible to sit for the Certified Professional Coder (CPC) exam given by the American Academy of Professional Coders (AAPC). Students interested in pursuing an Associate or Bachelor of Science in Health Science can apply the majority of their credits towards these degrees. The program comprises 30 credits and can be completed in three semesters. Time to completion and cost will vary with the number of credits for which a student enrolls each semester. Click the program name to be directed to the program page for additional program and cost information.

### Classification of Instructional Program (CIP) Code

**51.0713 Medical Insurance Coding Specialist/Coder.** A program that prepares individuals to perform specialized data entry, classification, and record-keeping procedures related to medical diagnostic, treatment, billing, and insurance documentation. Includes instruction in medical records and insurance software applications, basic anatomy and physiology, medical terminology, fundamentals of medical science and treatment procedures, data classification and coding, data entry skills, and regulations relating to Medicare and insurance documentation.

### Standardized Occupational Classification (SOC) Code

**29-2071.00 - Medical Records and Health Information Technicians**  
**Job Description:** Compile, process, and maintain medical records of hospital and clinic patients in a manner consistent with medical, administrative, ethical, legal, and regulatory requirements of the health care system. Process, maintain, compile, and report patient information for health requirements and standards. Sample of reported job titles: Medical Records Clerk, Health Information Clerk, Medical Records Technician, Office Manager, File Clerk, Medical Records Coordinator, Medical Records Analyst, Medical Records Director, Receptionist, Coder

### For Additional Information

<http://www.onetonline.org/link/summary/29-2071.00>

### On-time Completion Rate

Program Completers (7/1/09 - 6/30/10)	2
On-time Completion Rate	0%

### Job Placement Rate

Program Completers (7/1/09 - 6/30/10)	2
Number of Completers Continuing their Education	1
Number of Completers Placed in Field	1
Job Placement Rate	100%

Federal Loan Debt	<b>\$9,184</b>
Private Loan Debt	<b>\$0</b>
Institutional Loan Debt	<b>\$0</b>

<b>Tuition and Required Fees (2011-12)</b>	<b>\$19,400</b>
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<b>Books and Supplies (estimated)</b>	<b>\$1,000</b>
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<b>Room and Board On-campus</b>	<b>No campus housing</b>
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