

BC C161: HEALTH INFORMATION TECHNOLOGY: MEDICAL CODING 1

Item	Value
Curriculum Committee Approval Date	11/17/2006
Top Code	122310 - Health Information Coding
Units	3 Total Units
Hours	54 Total Hours (Lecture Hours 54)
Total Outside of Class Hours	0
Course Credit Status	Credit: Degree Applicable (D)
Material Fee	No
Basic Skills	Not Basic Skills (N)
Repeatable	No
Open Entry/Open Exit	No
Grading Policy	Standard Letter (S)

Course Description

An introductory course in Current Procedural Terminology (CPT). Systematically learn CPT codes by body system, various procedures and ways to code each one. This course includes an introduction to International Classification of Diseases, 9th Revision, Clinical Modification (ICD 9-CM/10-CM) and information about third party reimbursement. ADVISORY: ability to use Microsoft Windows. Transfer Credit: CSU.

Course Level Student Learning Outcome(s)

1. Correctly use CPT, ICD-9-CM, ICD-10-CM, and HCPCS Level II codes, including procedures, facility, and diagnoses codes, for medical billing purposes.
2. Demonstrate the ability to code various procedures and services used for each of the body systems.
3. Demonstrate how to apply the official guidelines for coding and reporting health care procedures.
4. Demonstrate the ability to apply Medicare Services, Part A B, and the framework for Medicare Fraud and Abuse guidelines.

Course Objectives

- 1. Demonstrate the use of the coding systems used by health care providers to keep records and bill for services rendered.
- 2. Explain the guidelines and rules for coding health care services as set forth by the US Department of Health and Human Services and the American Medical Association.

Lecture Content

Reimbursement An Overview of the ICD-10-CM Manual An Overview of the ICD-9-CM Manual Introduction to the CPT and Level II (HCPCS) National Codes Modifiers Evaluation and Management (E/M) Section Anesthesia Section Surgery Guidelines and General Surgery Integumentary System Musculoskeletal System Respiratory System Cardiovascular System Hemic, Lymphatic, Mediastinum, and Diaphragm Digestive System Urinary and Male Genital systems Reproductive,

Intersex Surgery, Female Genital System and Maternity Care and Delivery Endocrine and Nervous System General Surgery Eye, Ocular Adnexa, Auditory, and Operating Microscope Radiology Section Pathology/ Laboratory Medicine Inpatient Coding

Method(s) of Instruction

- Lecture (02)
- DE Online Lecture (02X)

Instructional Techniques

A variety of instructional techniques will be employed to encompass different student learning styles. These may include, but are not limited to, lecture, discussion, projects and small group activities. Instruction will be supplemented, where appropriate, by digital media presentations resources, guest speakers and field trips.

Reading Assignments

Students will complete reading assignments assigned from the textbook and coding manuals, supplemental readings, handouts, Internet resources, and any assignments from the Coastline Library.

Writing Assignments

The final exam is an essay exam covering concepts in the textbook. The topics might include Medicare Guidelines, HIPAA, the general principles of medical record documentation, and coding specifics.

Out-of-class Assignments

- A. Review the chapter lectures.
- B. Review the chapter PowerPoint presentations.
- C. Complete the chapter review exams in the textbook.
- D. Complete the theory exams.
- E. Complete the coding exams using the required coding manuals.

Demonstration of Critical Thinking

When students code a medical case, they must use critical thinking skills to determine what must be coded. They must extrapolate the services provided and the diagnoses that go with that service to use on the billing forms.

Required Writing, Problem Solving, Skills Demonstration

The final exam is an essay exam covering concepts in the textbook. The topics might include Medicare Guidelines, HIPAA, the general principles of medical record documentation, and coding specifics. The chapter exams cover coding theory and the use of the coding manuals to code medical services and procedures.

Eligible Disciplines

Health information technology (medical record technology): Any bachelor's degree and two years of professional experience, or any associate degree and six years of professional experience. Office technologies (secretarial skills, office systems, word processing, ...): Any bachelor's degree and two years of professional experience, or any associate degree and six years of professional experience.

Textbooks Resources

1. Required Buck, C J, MS, CPC, CPC-H, CCS-P. Step-By-Step Medical Coding (latest edition), 2019 ed. 9780323582193: Saunders/Elsevier, 2019
2. Required Buck, C J, MS, CPC, CPC-H, CCS-P. ICD-10-CM, Standard Edition, 2019 ed. 9780323582735: Saunders-Elsevier, 2019
3. Required Buck, C J, MS, CPC, CPC-H, CCS-P. HCPCS Level II Standard, 2018 ed. Saunders-Elsevier, 2018
4. Required American Medical

Association. CPT Standard Edition, 2018 ed. 9781622025985: American Medical Association, 2018

Other Resources

1. Coastline Library 2. Medical Dictionary