

MEDICAL INSURANCE CODER/BILLER Certificate Program

This certificate program (33 credit hours) is aimed at students seeking entry-level employment skills in the health insurance area. All Medical Insurance Coder/Biller courses are offered on-line for distance education purposes and the entire curriculum required to earn the certificate is available on the Internet. The skills necessary for success in this field include an attention to detail, knowledge of anatomy, physiology, disease process, good communication skills, computer and keyboarding skills, diagnostic coding, and basic medical office skills.

Physician practices, hospitals, and medical billing companies have a need to hire individuals with knowledge of diagnostic and disease coding and exposure to current billing practices. Facilities are looking for individuals familiar with ICD-9-CM and CPT-4 coding, and insurance-form preparation either on paper or electronically submitted. The skills included in this certificate program are the skills they would require.

The Medical Coder/Biller certificate program is an entry-level course of study and has been designed to blend into higher degree programs on the SJC campus such as the associate degree program in Health Information Technology. The inverted curriculum allows the student to immediately obtain practical, job-ready skills in the billing area where jobs are available, while the student continues to pursue a higher-level degree.

Students must earn a "C" or higher in all required pre-requisite and technical program courses. Students who fail to do so may be dropped from the program. The program will take four semesters to complete for a student attending part-time. All courses must be taken in the following sequence and students must be accepted into the program in order to register for these courses. To make an advising appointment or speak to the program director, call 505-566-3597 during regular office hours.

Prerequisite:	Credits
COSC 125 Business Microcomputer Applications	3

Students need to be able to understand the basics of computers, applications and other software before beginning the core curriculum listed below.

Core Curriculum:		
HITP 110	Medical Terminology	3
HITP 112	Human Body: Structure and Function	4
HITP 125	Intro to Medical Practice Management	3
HITP 130	Pathophysiology: HITP	3
HITP 140	Computers in Health Care	3
HITP 160	Pharmacology and Laboratory Procedures	3
HITP 170	Physician Coding (CPT-4)	3
HITP 185	Computerized Medical Office	3
HITP 200	Coding Classification Systems I	3
HITP 210	Coding Classification Systems II	3
HITP 230	Reimbursement Methodologies	3
HITP 260	Supervised Clinical Experience	2
Total		33

Total Credits 33