

Medical Billing & Coding Specialist (CBCS)

*CTF 25 Introduction to Terminology
and Insurance (T) (M)* \$325
MonWed 6:45-9:45pm
Oct 2-Dec 18 OR
Sat 9am-3:30pm
Oct 5-Dec 14

An overview of the medical terminology used in a medical office, starting with the basics of anatomy, including the human body and its skeletal, pulmonary, digestive, cardiovascular and reproductive systems, and an introduction to health insurance.

*CTF 26 Procedures and Coding
(CPT and ICD-10-CM) (T) (M)* \$325
TueThur 6:45-9:45pm
Oct 3-Dec 17 OR
Sat 9am-3:30pm
Oct 5-Dec 14

This course covers CPT, a systematic linking and coding of procedures and services used in outpatient settings. This coding is required for billing and reimbursement by insurers. ICD-10-CM, the international classification of diseases, is used worldwide by many healthcare facilities.

Prerequisite: CTF 25 Introduction to Terminology and Insurance.

*CTF 27 Computerized Billing and
Clinical Practice (T)* \$325
TueThur 6:45-9:45pm
Oct 3-Dec 17 OR
Sat 9am-3:30pm
Oct 5-Dec 14

You will continue your study of office procedures and billing to include scheduling patients for laboratory, surgical and testing procedures, completing patient charts, and accounting practices using state-of-the-art medical software.

Prerequisite: CTF 26 Procedures and Coding, and basic computer skills.

All course titles with a (T) require a textbook.