# Medical Coding Specialist
Holland code family: Organizers

**Certificate of Completion**

www.roguecc.edu/Counseling/HollandCodes/test

## About the Program

The Medical Coding Specialist three-term certificate program prepares students for work in entry-level coding positions in outpatient healthcare settings. For the rapidly expanding field, students will focus on developing an understanding of the concepts of the billing cycle, the language of medicine, and the ability to apply both to professional coding standards. Instruction concentrates on the areas of anatomy and physiology, medical terminology, pharmacology, laboratory medicine, medical finance, and coding. Coders are required to extract medical documentation from patients' charts and correlate the diagnosis and procedures performed into numerical code numbers. Students completing this program will be prepared to take the Certified Professional Coder (CPC) exam through the AAPC or the Certified Coding Associate (CCA) exam through the American Health Information Management Association (AHIMA), although certification is not an employment requirement at this time.

The U.S. Department of Education requires disclosure of specific information about career and technical certificate programs to prospective students. Data includes Standard Occupational Classification (SOC) codes, graduation rates, tuition and fees, typical costs for books and supplies, job placement rates for students completing the programs, and median loan debt incurred by students completing the programs. For more information visit www.roguecc.edu/GainfulEmployment.

## Entry Requirements

Medical Coding Specialist is a cohort-based program. Enrollment is limited. Students are required to complete the Placement Process to determine skill level and readiness in math, reading, and writing. As part of their training program, students must begin with the courses within their skill level as determined by the results of their placement assessment. In addition, students may also be required to enroll in classes that would increase their employability and success. Cohort students must meet certain minimum academic requirements (MTH20, RD90 and WR90 or WR91 or designated placement scores) before starting the program. Please visit www.roguecc.edu/alliedhealth/mcs for program application details.

## Advanced Standing

Coursework from accredited colleges and universities will be accepted in accordance with college policies and the program coordinator's recommendation. In order to ensure coursework is current, program courses over seven years old must be reviewed and approved by the appropriate program coordinator before being accepted toward core requirements. College Now credit earned in conjunction with local high schools will be accepted in accordance with the current agreement.

## Graduation Requirements

These requirements apply only to students admitted to the program during the current academic year. Students contemplating admission in a later year may have different requirements and must obtain the graduation guide or catalog for that year. Students must complete all courses on this graduation guide with a grade of "C" or better to continue in and complete the program and receive their certificates. If certain required courses are graded only on a pass/no pass basis, a grade of "P" for these courses indicates a student earned the equivalent of a "C" or better grade.

## What skills will you learn?

Visit http://go.roguecc.edu/department/program-learning-outcomes.

## What are the employment opportunities?

Visit http://www.roguecc.edu/GainfulEmployment.

## Prerequisites

| Course No. | Course Title | Credits |
|---|---|---|
| MTH20 | Pre-algebra or designated placement test score | 0-4 |
| RD90/WR90 | College Reading/Fundamentals of Composition or WR91 Fundamentals of Academic Literacy (WR91 substitutes for both RD90 and WR90) or designated placement test score | 0-8 |
| **Total Prerequisite Credits** | | **0-12** |

## Required Courses

| Course No. | Course Title | Credits |
|---|---|---|
| **First Term** | | |
| AH100 | Medical Terminology: Introduction | 3 |
| BI100SB | Biology of Human Systems | 3 |
| BT113 | Business English I or WR115 Introduction to Expository Writing or higher levelcomposition | 3-4 |
| CS___ | Approved 3-4 credit computer science class, CS120 or above, or documented computer proficiency [1] | 0-4 |
| HCI120 | Introduction to the Health Care Industry | 3 |
| | | 12-17 |
| **Second Term** | | |
| AH105 | Communication and Professional Behavior | 2 |
| AH110 | Medical Terminology: Clinical | 3 |
| AH130 | Concepts in Medical Insurance and Billing | 4 |
| HCI210 | Legal Aspects of Medical Records | 3 |
| | | 12 |
| **Third Term** | | |
| BA109 | Ready, Set, Work: Techniques for Landing a Job | 2 |
| AH140 | Basic CPT Coding | 4 |
| AH141 | Basic Coding in ICD-10-CM | 4 |
| | Approved program elective(s) | 2-4 |
| | | 12-14 |
| **TOTAL PROGRAM CREDITS** | | **36-43** |

## Approved Program Electives [2]

(2-4 credits required)

| Course No. | Course Title | Credits |
|---|---|---|
| AH120 | Medical Administrative Assistant I | 4 |
| BT111 | Conflict Management | 2 |
| CG144 | Introduction to Assertiveness | 1 |
| CG155 | Exploring Careers in Health Care | 3 |
| CS125SS | Spreadsheet Applications | 4 |
| SOC213 | Race and Ethnicity in the U.S. | 4 |
| SP100 | Basic Communication | 3 |
| SPAN101,102,103 | First Year Spanish I, II, III | 4-4-4 |
| SRV101 | Service Learning | 1 |
| WR110 | Understanding English Grammar | 2 |

[1] Successful completion of CS120, or otherwise meeting the proficiency requirement within the last 10 years, fulfills this requirement. Contact a computer science advisor to help determine placement.

[2] Additional prerequisites may apply.

For more information regarding the program and selection process, contact the Allied Health Occupations Department:

Grants Pass or Medford. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 541-245-7841

Toll free in Oregon . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .800-460-6766, Ext. 7841

email . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . alliedhealth@roguecc.edu

Web address . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .www.roguecc.edu/AlliedHealth/mcs

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This advising guide is for advising purposes only. Please see current college catalog for additional information on specific college policies and graduation requirements.

RCC is an open institution and does not discriminate. For RCC's non-discrimination policy and a full list of regulatory specific contact persons visit the following webpage: www.roguecc.edu/nondiscrimination.

**RCC**
Rogue Community College