

Course Syllabus

Course Title: Medical Coding I

Course Number: MEDC 5465

Course Description: In-depth study of the Current Procedural Terminology (CPT) and its guidelines set forth by the American Medical Association. Examine E&M guidelines and HCPCS coding. In preparation for the nationally recognized American Academy of Professional Coders (AAPC) certification.

Hours: 48

Course Prerequisite(s): Introduction to Medical Coding, Pathophysiology

Student Learning Outcomes:

1. Apply ethical principles and methodologies of medical coding
2. Differentiate between the various coding methods applied in healthcare settings such as hospitals, physician's offices and insurance companies
3. Apply basic to intermediate principles of CPT, E&M guidelines and HCPCS coding

Textbook(s): (Contact bookstore for current edition and cost)

1. Step by Step Medical Coding, Carol Buck
2. ICD-10, CPT & HCPCS Coding Books (Professional editions for physicians)

Withdrawal Policy: See the current *Career Skills Training* catalog for the tuition refund policy.

Collin College Academic Policies: See the current *Collin Student Handbook*.

Americans with Disabilities Act: Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal opportunity. It is the student's responsibility to contact the ACCESS office, SCC-G200 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current *Collin Student Handbook* for additional information.

Meeting Location: Courtyard Center

Attendance Policy: Students must be in attendance for at least 90% in order to pass competencies.

Lesson Plan:

- Session 1: Introductions, review of syllabus, course outline, review of materials from Introduction to Medical Coding, Review **Chapters 10 & 11**
- Session 2: **Chapter 26** – Medicine

- Session 3: Complete Chapter 26
- Session 4: Test Chapter 26
Chapter 13 – Surgery Guidelines and General Surgery
- Session 5: **Chapter 14** – Integumentary System
- Session 6: **Chapter 15** – Musculoskeletal System
Chapter 16 – Respiratory System
Chapter 15 – Musculoskeletal System
- Session 7: **Chapter 17** – Cardiovascular System
Review for test over Chapters 14, 15, 16 and 17
- Session 8: Test over Chapters 14, 15, 16 and 17
Chapter 18 – Hemic, Lymphatic, Mediastinum and Diaphragm
Chapter 19 – Digestive System
Chapter 20 – Urinary and Male Genital Systems
- Session 9: **Chapter 21** – Reproductive, Intersex Surgery, Female Genital System, and Maternity Care and Delivery
Review for test over Chapters 18, 19, 20 and 21
- Session 10: Test – Chapters 22, 23, 24 and 25
Chapter 22 – Endocrine and Nervous Systems
Chapter 23 – Eye, Ocular Adnexa, Auditory, and Operating Microscope
- Session 11: **Chapter 24** - Radiology
Review for test over Chapters 22, 23, and 24
- Session 12: Test – Chapters 22, 23 and 24
Chapter 25 – Pathology/Laboratory
Review for final exam
- Session 13: Final exam
- Session 14: Discussion of Final Exam results - Course evaluations

Sessions listed are a guideline to indicate all topics that will be covered during your course. Do not plan your personal calendar based on these sessions. Your instructor will give you a calendar for your class that will indicate specific topics, labs, and days.

Method of Evaluation: Students must achieve a minimum of 75% final average and must be in attendance 90% of the class time in order to pass competencies.