

CERTIFICATE/ASSOCIATE DEGREE*

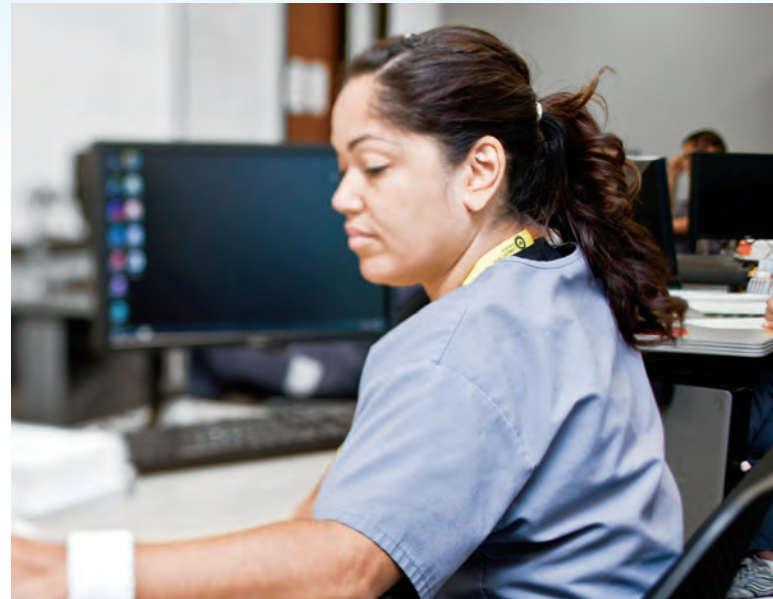
MEDICAL BILLING AND CODING

Put Critical Information At Your Fingertips.

Keeping track of patient medical records is a crucial job; one that medical billing and coding professionals are responsible for. Medical records track data about symptoms, medical histories, X-ray and laboratory test results, diagnoses and treatment. Medical billing and coding professionals make sure this information is entered into computerized record systems. They also work with physicians to ensure accuracy, clarify diagnoses and obtain supplementary information to update patients' files. They also often submit complex insurance documents.

The Carrington College® Medical Billing and Coding program combines theory and hands-on practice. Students learn to prepare health insurance claim forms using medical billing software; in doing so, they acquire a working knowledge of human anatomy and medical terminology, as well as legal, ethical and regulatory standards of medical records management. They also learn to interpret medical records, and to document and code the information for submission to insurance companies. The program culminates in a Certificate of Achievement or Associate of Science degree.

According to the U.S. Bureau of Labor Statistics, employment of Medical Records and Health Information Technicians is expected to grow 22% from 2012-2022.†



Duties May Include:

- Organization and maintenance of patient medical records
- Preparing health care forms
- Document and code information

Possible Employment Opportunities:

- Medical or dental offices
- Clinics
- Independent billing companies

For comprehensive consumer information visit carrington.edu/cc/mbc

* Program availability varies by location. Carrington College reserves the right to update information as it becomes available. Information is current at the time of printing. For the most updated information, visit carrington.edu.

† Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook (2014-15 Ed.)



CARRINGTON
COLLEGE®

877-623-1442
CARRINGTON.EDU

CERTIFICATE/ASSOCIATE DEGREE - MEDICAL BILLING AND CODING

Student Learning Outcomes

Upon completion of the Medical Billing and Coding program, graduates will be able to:

- Demonstrate the skills and knowledge necessary to perform medical coding, and process medical insurance billing and claims within the health care setting.
- Perform clerical functions and communicate with other professionals, patients and visitors in the health care setting.
- Demonstrate proficiency in critical thinking and information management.

PROGRAM REQUIREMENTS - Boise

Medical Billing and Coding Courses		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
BCC 111	Orientation to United States Health Care Practices	48	48	0	4.5
BCC 112	Medical Management Processes, Procedures and Codes	48	48	0	4.5
BCC 113	Anatomy, Physiology, and Coding of the Urinary, Male and Female Reproductive Systems, and Gastroenterology	48	48	0	4.5
BCC 114	Anatomy, Physiology, and Coding of the Respiratory System, the Cardiovascular System, and the Senses	48	48	0	4.5
BCC 115	Anatomy, Physiology, and Coding of the Integumentary, Musculoskeletal and Nervous Systems	48	48	0	4.5
CDV 198.2	Career Development Seminar	30	0	0	2
XTP 200	Externship	0	0	180	4
Total for Certificate		270	240	180	28.5
General Education Courses					
COM 131	Introduction to Communication	45	0	0	3
SOC 113	Introduction to Sociology	45	0	0	3
ENG 113	English Composition I	45	0	0	3
HLT 200	Current Issues in Health Care Ethics	45	0	0	3
MGT 220	Business Organizations and Management	45	0	0	3
MGT 230	Human Relations in Business	45	0	0	3
MAT 113	College Mathematics	45	0	0	3
NUT 100	Introduction to Nutrition	30	0	0	2
PSY 113	General Psychology	45	0	0	3
SBS 200	Small Business Operations	45	0	0	3
SBS 214	Small Business Customer Relations	45	0	0	3
Total for General Education Courses		480	0	0	32
Total for Degree		750	240	180	60.5

**This program is offered in a six-week format.*

Approximate time to complete certificate program: 36 weeks

Approximate time to complete degree program: 72 weeks