

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 often submit complex insurance documents and work with physicians to ensure accuracy, clarify diagnoses and obtain supplementary information to update patients' files.

Our Medical Billing and Coding certificate or degree program at Carrington College® combines theory and hands-on practice. Students learn to prepare health 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 learn to interpret medical records and to document and code the information for submission to insurance companies as well. The program culminates in a Certificate of Achievement or Associate of Science degree.

According to Onet OnLine, employment in this field is expected to grow 22% from 2012-2022.†



Duties May Include:

- Organizing and maintaining patient medical records
- Preparing health care forms
- Documenting and coding 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.

† <http://www.onetonline.org/link/summary/43-6013.00>



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877-623-1442
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CERTIFICATE/ASSOCIATE DEGREE - MEDICAL BILLING AND CODING - ONLINE

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, information management, personal and professional development, communication skills, respect and responsibility.

PROGRAM REQUIREMENTS – Online

Medical Billing and Coding		Delivery Method	Lecture Hours	Lab Hours	Semester Credit Hours
TERM 1					
MBC 10	Medical Billing and Coding Theory 1	ONLINE	54	0	3.5
MBC 101	Applications 1	ONLINE	23	31	2.5
TERM 2					
MBC 2 0	Medical Billing and Coding Theory 2	ONLINE	54	0	3.5
MBC 102	Applications 2	ONLINE	23	31	2.5
TERM 3					
MBC 30	Medical Billing and Coding Theory 3	ONLINE	54	0	3.5
MBC 103	Applications 3	ONLINE	23	31	2.5
TERM 4					
MBC 40	Medical Billing and Coding Theory 4	ONLINE	54	0	3.5
MBC 104	Applications 4	ONLINE	23	31	2.5
TERM 5					
MBC 50	Medical Billing and Coding Theory 5	ONLINE	54	0	3.5
MBC 105	Applications 5	ONLINE	23	31	2.5
TERM 6					
CDV 198.2	Career Development Seminar	ONLINE	30	0	2
MBC 502	Capstone Project - Medical Billing and Coding	ONLINE	0	30	4
Total for Certificate			415	185	36+

Graduates of the online certificate of achievement program are eligible to complete the associate of science degree program via the online degree completion option.

ONLINE DEGREE COMPLETION

TERM 1					
CLT 100	Computer Literacy	ONLINE	45	0	3
ENG 101	English Writing and Composition	ONLINE	45	0	3
TERM 2					
MAT 101	Principles of Mathematics	ONLINE	45	0	3
PSY 101	Introduction to Psychology	ONLINE	45	0	3
TERM 3					
MAT 151	College Algebra	ONLINE	45	0	3
HUM 250	Introduction to Humanities	ONLINE	45	0	3
TERM 4					
SOC 101	Introduction to Sociology	ONLINE	45	0	3
SCI 210	Environmental Science	ONLINE	45	0	3
Total for Online Degree Completion Coursework			360	0	24
Total from Certificate			460	185	36
Total for Degree			820	185	60

Approximate time to complete the certificate program: 36 weeks (not including breaks)

Approximate time to complete the associate degree program: 66 weeks (not including breaks)