MEDICAL CODING & INSURANCE BILLING SPECIALIST ASSOCIATE OF APPLIED SCIENCE

⌨ **Offered Online**

Mission Statement

The Medical Coding and Insurance Billing Specialist Associate's Degree Program is dedicated to providing students with the knowledge and skills they need to succeed as professionals in the healthcare industry. Our mission is to equip our students with the practical, theoretical, and ethical foundations necessary to become proficient in medical coding and insurance billing.

Our program is designed to offer a comprehensive education that encompasses all aspects of medical coding and insurance billing, including coding and billing practices, electronic health records management, reimbursement methodologies, legal and ethical considerations, and communication skills. We strive to create a learning environment that fosters critical thinking, collaboration, and lifelong learning.

We are committed to providing our students with affordable, accessible, and flexible options for pursuing their education. Our faculty and staff are dedicated to the success of our students and strive to provide individualized attention and support throughout the program.

At MSU Billings, we believe that our Medical Coding and Insurance Billing Specialist Associate's Degree Program will enable our students to make a positive impact on the business side of healthcare.

Program Description

The Medical Coding and Insurance Billing Specialist Program is designed to provide the recommended curriculum through which students may earn a two-year Associate of Applied Science Degree. The associate degree will include preparing students to sit for the national American Academy of Professional Coders (AAPC) CPC® exam to become Certified Professional Coders and will instruct students on proper billing procedures, reimbursement methodologies, and the entire revenue cycle.

This program includes both Medical Coding and Medical Insurance Billing. Medical coding is the process of translating medical diagnoses, procedures, services, and supplies into numeric and alphanumeric codes that can be understood and processed by healthcare providers, insurers, and other healthcare organizations. These codes are used to ensure accurate billing, support medical research and analysis, and track healthcare trends and outcomes. Medical Billing is the process of submitting and following up on claims with health insurance companies to receive payment for health care services provided. Medical Billing includes translating healthcare services into billing codes, submitting claims to insurance companies, and following up on claims that have been denied or rejected. The goal of Medical Billing is to ensure that healthcare providers receive accurate and timely payment for the services they provide to patients. Medical Billing is a complex and constantly evolving process that requires knowledge of medical coding, insurance policies, and regulatory requirements.

This associate's program includes the Medical Coding Certificate as this is a stackable degree option. The core beginning and advanced medical coding courses offer the American Academy of Professional Coder (AAPC) Certified Professional Coder (CPC®) curriculum that is specifically aligned to the AAPC CPC® credentialing exam. As educational partners with the AAPC, our medical coding faculty are AAPC

– Approved Certified instructors that are dedicated to the success of our students. Upon completion of the required medical coding courses, students will be able to sit for the national American Academy of Professional Coders (AAPC) Certified Professional Coder (CPC®) exam.

In the business side of healthcare, medical coding and insurance billing go hand in hand, and graduates of this program will have a strong foundation in medical coding and insurance billing with the ability to understand the entire revenue cycle. Graduates will fill a growing need in healthcare, now and in the future.

See our website at www.msubillings.edu/careers (http://www.msubillings.edu/careers/) for graduate data.

Program Learning Outcomes

Upon successful completion of this program, students will be able to:

- Translate information from medical documentation to assign the correct diagnosis (ICD-10-CM), procedure (CPT), and supply (HCPCS) codes according to national guidelines.
- Explain the role and responsibilities of a medical coding and billing specialist in the healthcare industry.
- Perform procedures related to the basic components of the revenue cycle.
- Summarize federal legislation, regulations, and ethics affecting health care.
- Compare and Contrast the major types of government and commercial insurance reimbursement methodologies as part of the revenue cycle.

Required Courses

Code	Title	Credits
ACTG 101	Accounting Procedures I	3
AHMS 105	Health Care Delivery	3
AHMS 144	Medical Terminology	3
AHMS 154	Advanced Medical Terminology	3
AHMS 156	Medical Billing Fundamentals	3
AHMS 157	Healthcare Reimbursement Metho	3
AHMS 160	Beginning Procedural Coding	3
AHMS 162	Beginning Diagnosis Coding	3
AHMS 175	Medical Law and Ethics	3
AHMS 220	Medical Office Procedures	3
AHMS 250	Advanced Medical Coding	4
AHMS 252	Computerized Medical Billing	3
BGEN 110	Applied Business Leadership	3
or BGEN 105B	Introduction to Business	
BIOH 104	Basic Human Biology	3
CAPP 120	Introduction to Computers	3
COMX 106	Comm in a Dynamic Workplace	3
M 105	Contemporary Mathematics	3
WRIT 122	Intro to Business Writing	3
Restricted Electives		
Select 2 courses from the following in consultation with an advisor		6
HTH 270	Global Health Issues	
M 108	Business Mathematics	
NASX 105	Intro Native American Studies	
PSYX 100	Intro to Psychology	
SOCI 101	Introduction to Sociology	
Total Minimum Credits		**61**

Students should check the course descriptions for required prerequisites. Math and English requirements are usually determined by performance on placement tests or transfer credits.

Suggested Plan of Study

Code	Title	Credits
First Year		
Spring		
BIOH 104	Basic Human Biology	3
CAPP 120	Introduction to Computers	3
AHMS 144	Medical Terminology	3
AHMS 160	Beginning Procedural Coding	3
AHMS 162	Beginning Diagnosis Coding	3
Total		15
Fall		
M 105	Contemporary Mathematics	3
COMX 106	Comm in a Dynamic Workplace	3
WRIT 122	Intro to Business Writing	3
AHMS 220	Medical Office Procedures	3
AHMS 250	Advanced Medical Coding	4
Total		16
Second Year		
Spring		
ACTG 101	Accounting Procedures I	3
AHMS 105	Health Care Delivery	3
AHMS 156	Medical Billing Fundamentals	3
AHMS 175	Medical Law and Ethics	3
Restricted Elective		3
Total		15
Fall		
BGEN 110	Applied Business Leadership	3
or BGEN 105B	Introduction to Business	
AHMS 154	Advanced Medical Terminology	3
AHMS 157	Healthcare Reimbursement Metho	3
AHMS 252	Computerized Medical Billing	3
Restricted Elective		3
Total		15