



Medical Billing and Coding

This course will prepare the student for a career in the Medical Billing and Coding reimbursement. The Professional Medical Coding course enables the student to accurately define insurance terms and abbreviations, introduces the student to simulation exercise with filing and billing procedures. This program focuses on familiarizing the student with requirements, rules, regulations, and laws pertaining to various insurance programs. This course enables students to translate written descriptions of procedures/services performed to their highest specificity.

Course Objectives

- Use knowledge of medical terminology.
- Apply and interpret International Classification of Diseases codes.
- Code accurately procedures and diagnoses on all claims submitted to insurance carriers.
- Prepare accurately all medical and disability claims for the physician's office.
- Apply and interpret Current Procedural Terminology codes.
- Translate to the highest level of specificity and link between ICD-10-CM codes and CPT codes.
- Interpret coding and documentation guidelines by using the www and the internet.
- Prepare appeals for all underpaid claims.
- Inform health care providers and their staff of changes in insurance practice policies.
- Assist with updating of patient registration forms and charge forms as required by changes in coding or insurance billing requirements.
- Explain insurance benefits, policy requirements, and filing procedures to patients.
- Introduction of ICD-10 CM Diagnostic coding.

Certification

The curriculum in this course is approved by American Association of Professional Coders (AAPC). Our goal is to train medical coders to prepare for the Certified Professional Coder (CPC®) exam.

Through rigorous examination and experience, CPCs have proven mastery of all code sets (CPT, ICD-10-CM, HCPCS Level II), evaluation and management (E/M) principles, surgical coding, and adherence to documentation and coding guidelines.

Registration Information

Registration can be completed via online, walk-in or postal mail.

Walk-in registration is accepted during our regular business hours, Monday-Friday, 8:00 a.m.-4:30 p.m. at the following locations:

Jefferson Campus
2601 Carson Road
George Wallace Hall, Office 202
Birmingham, AL 35215

Shelby-Hoover Campus
4600 Valleydale Road
Health Science Building, Office 432
Birmingham, AL 35242

Course Fee
\$1,395

Schedule

Courses are offered on an ongoing basis and we offer open enrollment. To view a complete schedule, go to the following link:

<https://www.jeffersonstate.edu/workforce-education-2/fast-track-course-information-registration/>

Scholarship Opportunities

Career Pathways:

Jefferson State Community College's Adult Education program and the Center for Workforce Education have partnered to provide Fast Track career classes to Adult Education students. The Fast Track career classes lead to the skills necessary to obtain employment. These classes can be completed in a few weeks or a few months. Career Pathways allows qualifying students to benefit from activities related to workplace readiness, academic and career counseling, and academic preparation while enrolling in selected Non-Credit Fast Track programs.

WIOA:

Local Alabama Career Centers provide WIOA scholarship opportunities to qualifying students for some programs. (Workforce Investment Opportunity Act). These are for low-income students/students who have recently been laid off from their jobs.

BACK TO WORK 50+:

If you are aged 50 or older, AARP offers scholarships to eligible students. You do not have to be an AARP member to receive a scholarship. If you are interested in an AARP scholarship, respond back and I will provide the dates of upcoming Information Sessions. You may also check the web site: <http://www.aarp.org/aarp-foundation/our-work/income/back-to-work-50-plus/>