

## U692-100: Medical Coding: Certified Professional Medical Coder (CPC) Examination Prep

**Course Format:** Online

**Course Author:** Pat DeVoy, PhD., EdS, LPN, RHIT, CPC, CPPM, CMA (AAMA)

**Course Credits:** 3

**Pre/Corequisites:** None; Recommended completion of U244-205 Greek and Latin Origins of Medical Terms with a C or better or the equivalent.

**Course Level:** Introductory; Appropriate for advanced high school and first-year or higher college students

**Course Description:** Take your first step toward a career in healthcare and join one of the fastest growing fields by becoming a Certified Professional Coder (CPC). This course covers the basics of medical coding and prepares students for the CPC Examination offered through the American Academy of Professional Coders (AAPC), one of the most recognized medical coding certifications in the healthcare industry. Students will learn the purpose and use of CPT®, ICD-10-CM and HCPCS coding manuals as well as how to determine diagnostic and service codes for outpatient health care facilities such as provider practices and clinics. CPC's may be employed in outpatient health care facilities such as doctor's offices, clinics, outpatient surgical centers and retail clinics. Upon successful completion of the course, the student should be ready to sit for the AAPC CPC exam. Current health care providers such as nurses may also be interested in this course as an introduction to the outpatient coding system.

### Required Course Materials

- Buck, C. J. (2018). *Step-by-step medical coding* (1st ed.). St. Louis, MO: Elsevier. ISBN-13: 978-0323430814
- Buck, C. J. (2018). *Workbook for Step-by-step medical coding* (1st ed.). St. Louis, MO: Elsevier. ISBN-13: 978-0323430791
- *CPT 2018 Professional Edition* (2018 ed.). (2017) Chicago, IL: American Medical Association. ISBN-13: 978-1622026005
- *2018 ICD-10-CM: Physician Professional Edition* (1 ed.). (2017). Saunders; Professional edition. ISBN-13: 978-0323430715
- Buck, C. J. (2018). *2018 HCPCS Level II Standard Edition* (1 ed.). Saunders; Standard ed edition. ISBN-13 978-0323430739

### Course Learning Objectives

- Apply the coding rules for utilizing the CPT coding system for outpatient services coding.
- Apply the coding rules for utilizing the HCPCS coding system for outpatient services coding.
- Apply the coding rules for utilizing the ICD-10-CM coding system for the coding of patient diagnosis.
- Explain the basics of the Medicaid, Medicare, HMO and third party insurance coverage systems.
- Apply ethical coding practices.

### Course Overview

Chapter #	Chapter TOPIC	EVALUATED ACTIVITIES
1	Reimbursement, HIPAA, and Compliance	Chapter Quiz
2	An Overview of ICD-10-CM	Chapter Quiz
3	ICD-10-CM Outpatient Coding and Reporting Guidelines	Chapter Quiz
4	Using ICD-10-CM	Chapter Quiz
5	Chapter-Specific Guidelines (ICD-10-CM Chapters 11-14)	Chapter Quiz

6	Chapter-Specific Guidelines (ICD-10-CM Chapters 11-14)	Chapter Quiz
7	Chapter-Specific Guidelines (ICD-10-CM Chapters 15-21)	Chapter Quiz
8	Introduction to CPT	Chapter Quiz
9	Introduction to the Level II National Codes (HCPCS)	Chapter Quiz
10	Modifiers	Chapter Quiz
11	Evaluation and Management (E/M) Services	Chapter Quiz
12	Anesthesia	Chapter Quiz
13	Surgery Guidelines and General Surgery	Chapter Quiz
14	Integumentary System	Chapter Quiz
15	Muskuloskeletal System	Chapter Quiz
16	Respiratory System	Chapter Quiz
17	Cardiovascular System	Chapter Quiz
18	Hemic, Lymphatic, Mediastinum, and Diaphragm	Chapter Quiz
19	Digestive System	Chapter Quiz
20	Urinary and Male Genital Systems	Chapter Quiz
21	Reproductive, Intersex Surgery, Femal Genital System, and Maternity Care and Delivery	Chapter Quiz
22	Endocrine and Nervous System	Chapter Quiz
23	Eye, Ocular Adnexa, Auditory, and Operating Microscope	Chapter Quiz
24	Radiology	Chapter Quiz
25	Pathology/Laboratory	Chapter Quiz
26	Medicine	Chapter Quiz
Final Exam Part 1 and Final Exam Part 2		

### Evaluation Methods

Your final grade will be based on your performance on the following:

- 1) Chapter Quizzes (76%)
- 2) Final Exam Part I (12%)
- 3) Final Exam Part II (12%)

#### *Chapter Quizzes (76%)*

Each chapter in the course contains a chapter quiz. The chapter quiz contains a combination of multiple choice, true/false, matching, and coding questions. The quizzes are open book and are timed.

#### *Final Exam (24%)*

The final exam is broken into two parts, Part I and Part II. Final Exam Part I contains information from chapters 1-13 and Final Exam Part II contains information from chapters 14-26. The final exam is open book and is not timed. The final exams are made up of multiple choice, true/false and coding questions.

### Grading Scale

The following grading scale is used to evaluate all course requirements and determine your final grade:

A = 93–100	B = 83–87.9	C = 70–77.9	D = 60–69.9
AB = 88–92.9	BC = 78–82.9		F = Below 60

#### *Pass/Fail Option*

Students who enroll in an Independent Learning (IL) course under the pass/fail option will receive a final grade of S in place of a final grade equivalent to an A, AB, B, BC, or C and a final grade of U in place of a final grade equivalent to a D or F.