

MEDICAL BILLING AND CODING SPECIALIST

Diploma Program

Program Objective – *The Medical Billing and Coding program prepares graduates to work as entry-level medical billing specialists. Students receive training in standard medical procedure coding, insurances, reimbursements, healthcare standards, and information storage and retrieval systems. Graduates may seek entry-level employment in physician’s offices, clinics, laboratories, hospitals, group practices, specialty practices, health insurance offices and nursing homes.*

Program Requirements		Quarter Credit Hours
*MA130	Health Information Technology Orientation	2
*MA132	Healthcare Standards	4
*MA134	Health Information Systems	4
*MA105	Medical Law & Ethics	2
*MA110	Medical Terminology	4
*MA111	Anatomy and Physiology I	4
*MA112	Anatomy and Physiology II	4
*MA115	Medical Coding	4
*MA215	Medical Insurance	4
*MA216	Advanced Medical Coding	2
*MA220	Medical Computer Applications	2
*MA222	Medical Office Systems	4
*OT101	Document Processing I	4
*IT100	Introduction to Computers	4
GS101	Career Development	4
GS201	Career Management	2
EN101	English Composition I	4
EN210	Oral Communication	4
MH101	College Mathematics	4
		66
<u>Total Quarter Credit Hours Required for Graduation</u>		

**A minimum grade of "C" is required.*