

Medical Coding Specialist Certificate

The Medical Coding Specialist Certificate is designed to prepare students for employment as medical coders. Medical coders are health information professionals who specialize in analyzing health record documentation and determining diagnoses and procedures required for reporting purposes. Medical codes determined by medical coders are used primarily for reimbursement purposes; however, medical codes are also used for public health, research, operational and organizational planning, and benchmarking purposes in healthcare.

The work of medical coders requires knowledge of biomedical sciences, healthcare delivery, health information technology, and health record documentation. Therefore, the rigor of this certificate provides students challenging curricula in these domains.

Medical coders traditionally work in hospitals, ambulatory healthcare facilities, and physician offices to code records for reimbursement purposes. However, some medical coding professionals use their knowledge and expertise for non-traditional employment opportunities with third-party payers, medical software vendors, and the government (among others).

The healthcare industry depends on highly skilled and knowledgeable professionals in all areas of practice. Therefore, individuals considering a career in medical coding should recognize the importance of earning medical coding credentials after completion of this certificate program. Credentialing in healthcare is often required for employment, demonstrates professional competence, and illustrates commitment to one's profession. Successful completion of this program prepares students to sit for either the Certified Coding Associate (CCA) credentialing examination offered by the American Health Information Management Association and/or the Certified Professional Coder (CPC) and/or Certified Professional Coder-Hospital Outpatient (CPC-H) credentialing examination offered by the American Academy of Professional Coders.

(Major Code 4660; State CIP Code 51.0713)

- Gainful Employment Data (<http://www.jccc.edu/medical-information-and-revenue-management/gainful-employment-coding/gedt.html>) (link opens in a new window)
- Medical Information and Revenue Management (<http://www.jccc.edu/medical-information-and-revenue-management>)

First Semester

MIRM 140	Fundamentals of Health Records	2
MATH 116	Intermediate Algebra* (or higher) (Note: Students planning to pursue undergraduate degrees in health information management or healthcare administration should take MATH 171 College Algebra.)	3
HCIS 255	Introduction to Information and Computer Science*	2
HC 130	Medical Terminology for Healthcare Professions	3
BIOL 144	Human Anatomy and Physiology*	5
Total Hours		15

Second Semester

HCIS 271	The Culture of Health Care*	2
MIRM 143	Coding Classification Systems I*	3
MIRM 141	Computer Systems for Health Information Management Professionals*	3
MIRM 142	Legal and Ethical Issues in Healthcare	3
ENGL 121	Composition I*	3
Total Hours		14

Third Semester

BIOL 227	Human Pathophysiology*	4
MIRM 145	Reimbursement Methodologies*	3
MIRM 147	Introduction to Pharmacology*	2
MIRM 144	Coding Classification Systems II* (Note: Students are recommended to concurrently enroll in BIOL 227)	3
Total Hours		12

Fourth Semester

MIRM 146	Coding Classification Systems III*	3
MIRM 148	Medical Coding Internship* (Note: Students must complete all other required certificate coursework with a "C" or higher grade to enroll in this course.)	1
Total Hours		4

Total Program Hours: 45

Courses

MIRM 130 Medical Style and Grammar (3 Hours)

The study, synthesis and application of the rules of English language and medical style as reflected by AHDI's The Book of Style for Medical Transcription, or other medical style manuals such as the AMA Manual of Style. 3 hrs. lecture/wk.

MIRM 131 Healthcare Documentation and Transcription I* (3 Hours)

Prerequisites: BIOL 144 and MIRM 130 and HC 130

This course introduces necessary skills for healthcare documentation specialists in their role transcribing and reviewing medical reports. Students will focus on enhancing keyboarding skills, as well as spelling, defining and pronouncing medical terms in their proper context. Upon completion of this course, the student should be able to use medical reference material and transcribe medical case studies using proper formats and typing rules. 3 hrs. lecture/wk. This course is taught in the spring semester.

MIRM 132 Healthcare Documentation and Transcription II* (3 Hours)

Prerequisites: MIRM 131

This course is designed to refine healthcare documentation skills learned in Healthcare Documentation and Transcription I. Progressive skill building is achieved through extensive practical experience with transcription, editing and analysis of healthcare documentation. Students will also explore job opportunities and credentialing relevant to the profession. 3 hrs. lecture/wk. This course is taught in the fall semester.

MIRM 138 Healthcare Documentation Transcription Practicum* (2 Hours)

Prerequisites: Department Approval

A minimum of 100 transcription/editing hours in an externship or simulated professional practice setting using clinician-generated documents, including a balanced variety of specialties, report types and account specifics. 100 total contact hrs. This course is taught in the fall semester.

MIRM 140 Fundamentals of Health Records (2 Hours)

This course introduces students to foundational concepts in the management, storage, retrieval and use of health information in healthcare settings. Instruction focuses on the content and uses of health records, professional roles within the health information profession and accreditation and regulatory requirements in the management of health information. 2 hrs. lecture/wk.

MIRM 141 Computer Systems for Health Information Management Professionals* (3 Hours)

Prerequisites: HCIS 255

This course introduces students to various information systems and technologies used in non-clinical and clinical areas of healthcare. Students will also explore the emergence of electronic health records and health information exchange activities, as well as the health policy environment influencing the use of technology in healthcare. Simulation using health information systems, electronic health records, administrative information systems and encoder software is embedded in this course to provide insight into health information management operations. The importance of data quality as a foundation to meaningful information within healthcare information systems is emphasized. 3 hrs. lecture/wk.

MIRM 142 Legal and Ethical Issues in Healthcare (3 Hours)

This course introduces the U.S. legal system, laws and ethical issues and how they relate to healthcare. 3 hrs. lecture/wk.

MIRM 143 Coding Classification Systems I* (3 Hours)

Prerequisites: BIOL 144 and HC 130 and MIRM 140

This course focuses on the International Classification of Diseases 9th revision clinical modification (ICD-9-CM), as well as the 10th revision clinical modification and procedural coding system (ICD-10-CM/PCS) used in medical coding. Students will learn the role of ICD-9-CM and ICD-10-CM/PCS in coding for inpatient healthcare encounters, as well as the use of ICD-9-CM and ICD-10-CM codes for diagnosis coding in ambulatory and physician service settings. Students will examine the evolution from ICD-9-CM to ICD-10-CM/PCS in the United States, as well as compare and contrast between the 9th and 10th revisions of ICD. Instruction focuses on the importance of ethical conduct for coding professionals. 3 hrs. lecture/wk. This course is taught in the fall semester.

MIRM 144 Coding Classification Systems II* (3 Hours)

Prerequisites: MIRM 143

This course focuses on Current Procedural Terminology (CPT) and Healthcare Common Procedure Coding System (HCPCS) coding classification systems. Students learn the role of CPT and HCPCS in coding for outpatient services and procedures, as well as physician services. Instruction focuses on the importance of ethical conduct for coding professionals. 3 hrs. lecture/wk. This course is taught in the spring semester.

MIRM 145 Reimbursement Methodologies* (3 Hours)**Prerequisites:** MIRM 143

This course examines healthcare reimbursement and financing in the United States. Course content focuses on the role of third-party payers, regulatory and health policy influences and the role of coding and reimbursement professionals in the revenue cycle. Legal and ethical dilemmas related to the reimbursement process are also discussed. 3 hrs. lecture/wk.

MIRM 146 Coding Classification Systems III* (3 Hours)**Prerequisites:** MIRM 144

This course focuses on intermediate-level content related to diagnosis and procedure coding. Students will build upon entry-level knowledge of diagnosis and procedure coding for hospitals, ambulatory healthcare settings and physician services. Students will apply this knowledge to more complex coding topics and exercises. Instruction focuses on the importance of ethical conduct for coding professionals. 3 hrs. lecture/instructional lab/wk. This course is taught in the fall semester.

MIRM 147 Introduction to Pharmacology* (2 Hours)**Prerequisites:** BIOL 144 and HC 130

This course introduces basic concepts of pharmacology and provides an overview of various types of medications. Students will also examine common medical conditions categorized by body system and identify commonly used pharmacologic treatments. An explanation of how assorted medications work within the body will be provided. After successful completion of this course, students will be able to comprehend health record documentation pertaining to medications and their uses in patient care. 2 hrs. lecture/wk.

MIRM 148 Medical Coding Internship* (1 Hour)**Prerequisites or corequisites:** MIRM 146 and department approval

This internship provides students with real-world coding experience in a healthcare facility. Students will shadow professional coders, as well as practice coding for a 40-hour work week. This internship also introduces students to various departments and professionals whose job functions relate to the work of medical coders through tours and interviews in the healthcare facility, with approximately 8 hours spent in this capacity. Students will prepare a daily journal describing their internship experiences. This internship includes 48 hours of internship responsibilities. A background check will be conducted on each student for internship placement purposes. Some healthcare facilities may require TB skin tests and/or drug screens for interns.