

**Certificate****MEDICAL CODING AND BILLING**

The Medical Coding and Billing certificate prepares students for rewarding career opportunities in the fields of Health Information Management and Healthcare Professional Services. Because medicine is not always an exact science, codes were developed to identify all reasons for seeking healthcare. The code numbers are detailed in order to accurately describe the diagnoses and the procedures performed to test or correct these diagnoses. Students in HGTC's Medical Coding and Billing certificate program receive in-depth instruction on medical record coding and billing practices in the professional, facility, and payer healthcare industry. Hands-on coding practice takes place in classroom/lab settings and healthcare facilities. Courses are only available online.

The program prepares students for coding/billing certifications with NHA, AHIMA, and AAPC.

**PROGRAM INFORMATION****Course Sequence and Progression**

A minimum grade of C or better is required for all HIM-prefixed courses for progression and graduation.

**CURRICULUM SEQUENCE****First Semester - Fall**

AHS 102	Medical Terminology	3
BIO 112	Basic Anatomy Physiology	4
ENG 155*	Communications I	3
HIM 103	Introduction to Health Information Coding	3
	<b>TOTAL</b>	<b>13</b>

**Second Semester - Spring**

HIM 130	Billing and Reimbursement	3
HIM 135	Medical Pathology	3
HIM 138	Pharmacology of Medical Record Coding	2
HIM 140	Current Procedural Terminology I	3
HIM 216	Coding and Classification I	3
	<b>TOTAL</b>	<b>14</b>

**Third Semester - Summer**

HIM 141	Current Procedure Terminology	3
HIM 153	Electronic Health Records Clinical Experience	3
HIM 225	Coding and Classification II	3
HIM 266	Computers in Healthcare	3
	<b>TOTAL</b>	<b>12</b>
	<b>TOTAL CREDIT HOURS</b>	<b>39</b>

\*ENG 101 may be taken in place of ENG 155.

For more information about gainful employment, visit: <https://www.hgtc.edu/righttoknow>.