**Revised: Spring 2017**

HIM 254-N1

**Advanced Coding and Reimbursement**

**COURSE OUTLINE**

**Prerequisites:**

HIM 253, HLT 143, and HLT 144

**Course Description:**

Stresses advanced coding skills through practical exercises using actual medical records. Introduces CPT-4 coding system and guidelines for out-patient/ambulatory surgery coding. Introduces prospective payment system and its integration with ICD-CM-9 and ICD-10-CM coding.

**Course Objective**

This course is designed to introduce students to the coding system used by healthcare systems for reimbursement. The focus will be primarily on an introduction to CPT and HCPCS coding, along with incorporation of ICD10-CM or ICD9-CM. The course is designed to preparing the students for a career in coding/billing functions. The course will consist of class lectures, in-class and out of class assignments, and examinations.

The class will be structured in a way that when a topic is covered, all coding resources (ICD-9-CM, CPT, HCPCS, and modifiers) will be incorporated into the discussion. Audit examples will be utilized for practical experience. A discussion of answers will be planned as another learning tool.

**Semester Credits:** 4 **Lecture Hours: 4 Lab/Recitation Hours: 0**

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**Course Outcomes**

**At the completion of this course, the student should be able to:**

1. Identify steps in thorough record review for complete and correct coding.
2. Understand the basis for CPT, HCPCS and ICD-10-CM coding and how they relate to claim billing and reimbursement for provider services.
3. Understand CPT and HCPCS rules and guidelines related to coding services.
4. Have a general knowledge of researching coding guidelines and billing rules on the internet. Such as NCCI edits, Medicare local coverage determinations and others that affect the coding and billing of services.

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Required Materials:

Textbook:

* *Step-by-Step Medical Coding* ebook 2016 Edition, by Carol J. Buck

ISBN: 97803233389181 OR 2016 Edition textbook ISBN: 978032338921; AND workbook ISBN: 9780323389198

* CPT Manual Professional Edition ISBN: 978-1-62202-400-1
* HCPCS Manual Professional Edition ISBN: 978-1-62202-183-3

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Topical Description: (Outline chapters and sections to be covered in the book – may include timeline)

**Tentative Class Schedule and Calendar:**

(Schedule follows the Step-by-Step Medical Coding Manual and Workbook)

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| Intro to class, Safety Issues, (campus safety video)   * **Chapter 13 -**  Step By Step Manual & Workbook: Intro to the CPT Manual, Intro to Coding Text books |
| * **Chapter 14** - Step By Step Manual & Workbook: Modifiers, * Begin discussion of Evaluation and Management (Chapter 15) |
| * **Exam Chapter 13 and 14** |
| * **Chapter 15** - Step By Step Manual & Workbook: Evaluation and Management Services |
| * **Exam Chapter 15** |
| * **Chapter 16** - Step By Step Manual & Workbook: Anesthesia |
| * **Chapter 17 -** Step By Step Manual & Workbook: Surgery Guidelines and General Surgery |
| * **Exam Chapter 16 and 17** |
| * **Chapter 18** - Step By Step Manual & Workbook: Integumentary |
| * **Chapter 19** - Step By Step Manual & Workbook Musculoskeletal System * **Chapter 20** - Step By Step Manual & Workbook Respiratory System |
| * **Exam Chapters 18, 19 and 20** |
| * **Chapter 21** - Step By Step Manual & Workbook Cardiovascular System |
| * **Chapter 22 -** Step By Step Manual & Workbook Hemic, Lymphatic, Mediastinum and Diaphragm * **Chapter 23**- Step By Step Manual & Workbook Digestive System |
| * **Exam Chapters 21,22 and 23** |
| * **Chapter 24** - Step By Step Manual & Workbook Urinary and Male Genital System * **Chapter 25** - Step By Step Manual & Workbook Reproductive, Intersex Surgery, Female Genital, Maternity |
| * **Chapter 26** - Step By Step Manual& Workbook Endocrine and Nervous System * **Chapter 27** - Step By Step Manual & Workbook Eye, Ocular Adnexa, Auditory and Operating Microscope |
| * **Exam Chapters 24, 25, 26, and 27** |
| * **Chapter 28** - Step By Step Manual & Workbook Radiology Section * **Chapter 29 -** Step By Step Manual & Workbook Pathology/Lab Section |
| * **Chapter 30** - Step By Step Manual & Workbook Medicine Section and HCPCS coding |
| * **Exam Chapters 28,29,and 30** |
| * **Catch Up** |
| Final Exam |

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Notes to Instructors

(List information about optional topics, departmental exams, etc)

1. Our main area of concentration will be to focus on how you, as a future coder, will best be able to determine the most appropriate code to apply to the procedure performed.
2. We will learn about the importance of sequencing codes and the correct use of modifiers.
3. A continued inclusion of ICD 10 diagnosis codes on every exam.
4. We will discuss the impact of managed care on the healthcare industry.

1. We will discuss ethical issues in prospective payment and how it relates to coding.
2. The exams will be timed in order to prepare you for the National Certification Board Exam.