

**Degree Description**

The Coding Specialist certificate prepares students to work as health information coding specialists in hospitals, health agencies, medical clinics and other health care settings that submit billing for reimbursement. Job opportunities are plentiful for coding specialists, who may also apply these courses to McLennan's two-year Health Information Technology A.A.S. degree.

A student has three years to complete the curriculum after official enrollment in the first coding specialist certificate course.

No more than one program (HITT) course may be repeated only once during the three year time period. Failure of two program (HITT) courses or failure of one course twice will render the student ineligible to re-enroll in the program until the three year time has lapsed.

COMMENTS: CODING SPECIALIST CERTIFICATE: GRADE AND GPA:

Students must maintain an overall grade point average of 2.0 in the full program curriculum to progress in the program.

To be considered for credit HITT, computer,HRPS, Anatomy and Physiology and other courses to be transferred in must be taken within five years.

Course offerings vary semester to semester.

NOTE: This certificate is available completely online. Ask your advisor or visit [www.mclennan.edu/online](http://www.mclennan.edu/online) for more details.

Marketable Skills

1. Evaluate the revenue cycle management processes.
2. Assess ethical standards of practice. 3. Evaluate compliance with regulatory requirements and reimbursement methodology.

<b>Semester I</b>	<b>Hours</b>
<a href="#">BIOL 2404 Anatomy &amp; Physiology (specialized)</a>	4 hours
<a href="#">HITT 1205 Medical Terminology I</a>	2 hours
	<b>6 hours</b>

<b>Semester II</b>	<b>Hours</b>
<a href="#">HITT 1301 Health Data Content &amp; Structure</a>	3 hours
<a href="#">HITT 1441 Coding and Classification Systems</a>	4 hours
<a href="#">HITT 1311 Health Information Systems</a>	3 hours
<a href="#">BCIS 1305 Business Computer Applications</a>	3 hours
	<b>13 hours</b>

<b>Semester III</b>	<b>Hours</b>
<a href="#">HITT 1345 Health Care Delivery System</a>	3 hours
<a href="#">HITT 2335 Coding &amp; Reimbursement Methodologies</a>	3 hours
<a href="#">HITT 1213 Coding &amp; Insurance</a>	2 hours
<a href="#">HITT 2430 Pathophysiology &amp; Pharmacology</a>	4 hours
<a href="#">HITT 2145 Coding Certification Exam Review</a>	1 hours
	<b>13 hours</b>

**Total hours: 32 hours**

## Course Descriptions

### **BIOL 2404 Anatomy & Physiology (specialized)**

Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be either integrated or specialized. Semester Hours 4 (3 lec/3 lab)

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### **HITT 1205 Medical Terminology I**

Introduces the study of medical terms through word origin and structure. Introduction to abbreviations and symbols, surgical and diagnostic procedures, and medical specialties. Semester Hours 2 (2 lec)

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### **HITT 1301 Health Data Content & Structure**

Introduces systems and processes for collecting, maintaining and disseminating primary and secondary health-related information, including content of health record, documentation requirements, registries, indices, licensing, regulatory agencies, forms and screens. Prerequisites: Admission to the Health Information Technology program or approval of the program director. Semester Hours 3 (2 lec/2 lab)

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### **HITT 1441 Coding and Classification Systems**

Introduces fundamentals of coding rules, conventions, and guidelines using clinical classification systems. Corequisites: HITT 1205, HITT 1301. Prerequisite: BIOL 2404. Semester Hours 4 (3 lec/3 lab)

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### **HITT 1311 Health Information Systems**

Introduces health IT standards, health-related data structures, software applications and enterprise architecture in health care and public health. Semester Hours 3 (2 lec/3 lab)

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### **BCIS 1305 Business Computer Applications**

Introduces and develops foundational skills in applying essential and emerging business productivity information technology tools. The focus of this course is on business productivity software applications, including word processing, spreadsheets, databases, presentation graphics, data analytics, and business-oriented utilization of the internet. (BCIS 1305 is included in the Business Field of Study.) Semester Hours 3 (2 lec/2 lab)

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### **HITT 1345 Health Care Delivery System**

Examines delivery systems including organization, financing, accreditation, licensure, and regulatory agencies. Prerequisite: HITT 1301 with a grade of C or better. Semester Hours 3 (3 lec)

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### **HITT 2335 Coding & Reimbursement Methodologies**

Examines advanced coding techniques with emphasis on case studies, health records, and federal regulations regarding prospective payment systems and methods of reimbursement. Prerequisite: HITT 1441 with a grade of C or better. Semester Hours 3 (2 lec/4 lab) Lab Fee: \$20

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### **HITT 1213 Coding & Insurance**

Presents an overview of skills and knowledge in ICD and CPT coding and claims forms for reimbursement of medical services. Semester Hours 2 (1 lec/2 lab)

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### **HITT 2430 Pathophysiology & Pharmacology**

Study of the pathology and general health management of diseases and injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries. A study of drug classifications, actions, therapeutic uses, adverse effects, routes of administration, and calculation dosages. Prerequisites: BIOL 2404 Anatomy and Physiology or HPRS 1206 Essentials of Medical Terminology or HITT 1205 Medical Terminology I. Semester Hours 4 (3 lec/ 2 lab) Lab Fee: \$20

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### **HITT 2145 Coding Certification Exam Review**

Review of coding competencies and skills in preparation for a coding certification exam. Prerequisite: HITT 1441 Semester Hours: 1 (lecture) \$299 class fee for Non-Member AHIMA \$199 class fee for Member AHIMA

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