Department:

Health Sciences – Medical Coding

Course Description:

This course provides an introduction to basic procedure coding systems. The course will cover basic procedure coding skills and guidelines for basic Healthcare Common Procedure Coding System (HCPCS) coding with focus on Current Procedural Terminology (CPT-4) coding for anesthesia, evaluation and management, surgical, pathology, laboratory, radiology, medicine, and HCPCS II codes.

Course Competencies:

Upon completion of the course, the student should be able to:

1. Explain coding and describe how it evolved in the American healthcare system.
2. Describe principles and applications of coding systems, including official coding guidelines and reporting requirements.
3. Assign, compare, and contrast codes from International Classification of Diseases, 9th Revision Clinical Modification (ICD-9-CM), Volume III, International Classification of Diseases, 10th Revision Procedure Coding System (ICD-10-PCS), CPT-4, and HCPCS.
4. Describe the purpose and future of procedure coding systems.
5. Describe the major sections and symbols of the CPT-4 manual.
6. Assign proper CPT-4 codes and explain in which settings to use CPT-4 codes and modifiers.
7. Assign complex codes from the Evaluation and Management, Anesthesia, Surgery, Radiology, Pathology and Laboratory, and Medicine Sections.
8. Assign proper HCPCS codes and explain in which settings to use HCPCS codes.
9. Assign complex HCPCS II codes and explain in which settings to use HCPCS II codes.
10. Distinguish between CPT, national, and local codes.
11. Describe procedural groupings such as Ambulatory Payment Classifications (APC) and Resource Utilization Group (RUGS).
12. Explain the National Coding Initiative.
13. Explain coding compliances.
14. Use key terms and abbreviations.
15. Authenticate codes.
16. Explain bundling and unbundling codes.
17. Achieve general course outcomes.
   a. Make reasonable judgments after gathering, analyzing, and evaluating information.
   b. Obtain data using technological and traditional processes.
   c. Communicate with various audiences and technologies.
   d. Apply interpersonal skill and knowledge to actual situations.
Course Content:

A. Introduction to the CPT Manual  
B. Anesthesia Section and Modifiers  
C. Evaluation and Management Codes  
D. Surgical Section and Modifiers  
E. Pathology Section and Modifiers  
F. Laboratory Section and Modifiers  
G. Radiology Section and Modifiers  
H. Medicine Section and Modifiers  
I. HCPS Codes

Learning Assessments:

Course competencies will be assessed by use of discussion questions, graded assignments, comprehensive assignments, research paper, quizzes, and exams.

Instructional Materials:


Guidelines for Requesting Accommodations Based on Documented Disability or Medical Condition

It is the intention of Highland Community College to work toward full compliance with the Americans with Disabilities Act, to make instructional programs accessible to all people, and to provide reasonable accommodations according to the law.

Students should understand that it is their responsibility to self-identify their need(s) for accommodation and that they must provide current, comprehensive diagnosis of a specific disability or medical condition from a qualified professional in order to receive services. Documentation must include specific recommendations for accommodation(s). Documentation should be provided in a timely manner prior to or early in the semester so that the requested accommodation can be considered and, if warranted, arranged.

In order to begin the process all students must complete the “Disabilities Self-Identification Form” at this link: https://highlandcc.edu/pages/disability-services.

This form can also be accessed at the Highland Community College homepage under Students Services/Student Resources/Disability Service or by contacting the Disabilities Coordinator.