



Certified Professional Coder (CPC-A)

Job Description

Medical coders assign a code to each diagnosis and procedure by using classification system software. The classification system determines the amount for which healthcare providers will be reimbursed if the patient is covered by Medicare, Medicaid, or other insurance programs using the system. Coders may use several coding systems, such as those required for ambulatory settings, physicians' offices, or long-term care.

Employment Outlook

Demand for medical records and a health information technician is expected to increase by 13% from 2016-2026. Earning potential for a professional working in the area ranges from \$35,000 to \$42,000 according to the U.S. Bureau of Labor Statistics.

Admission Requirements

Students must be 18 years of age and have a high school diploma or GED to enroll in this course.

Students participating in this program must:

- Possess motor skills, possess manual dexterity
- Have vision/hearing normal or device-corrected
- Have eye/hand coordination
- Have oral and written communication skills
- Have Basic computer literacy



Program Description

Upon completion of the Certified Professional Coder program, you will have acquired the necessary skills for a career as a successful medical coder. Employment opportunities for certified medical coders include private physician offices, outpatient hospital facilities, insurance companies as medical claims reviewers, and many more career opportunities. An optional externship is available upon completion of all required courses.

This program consists of four training modules. Modules must be completed in order. All courses are required.

Module One (Fall 2017)

Anatomy & Physiology I
Medical Terminology
Current Procedural Terminology I
Pathophysiology Part I

Module Two (Spring 2018)

ICD-10-CM

Current Procedural Terminology II
Law & Ethics
Anatomy & Physiology II

Module Three (Spring/Summer 2018)

Electronic Health Records
Current Procedural Terminology III
Understanding Health Insurance

Module Four (Summer 2018)

Computerized Medical Billing
Coding Applications
Essential Job Skills & Career Development
70 Hour Optional Externship

The Essential Job Skills & Career Development course is REQUIRED to receive a certificate of completion for the Certified Professional Coder (CPC-A) program. See page 15 for the course description. The cost of the course is \$165.

Upon successful completion of classwork, students will be eligible to become nationally certified as a CPC-A (Certified Professional Coder Apprentice) by the American Academy of Professional Coders. You will earn this credential (CPC-A) after successfully passing the national certification examination. This certification is sponsored by the American Academy of Professional Coders (the AAPC), a nationally recognized organization offering professional accreditation, education, recognition, and networking opportunities to medical coders utilizing CPT, ICD-10-CM and HCPCS. Visit them at www.aapc.com or call 800-626-2633 to obtain an application packet or information.

Upon completion of the Certified Professional Coder Certificate students can register for the Inpatient Coder Certificate program, if they wish to gain an additional certification in the field.

Note: Textbooks are included in the cost of tuition. Should the edition of the textbooks change prior to taking the National Certification Exam, the college is not responsible for purchasing additional textbooks. You must have the current edition of the books when taking the National Certification Exam.

Please be advised that if you have been convicted of a felony, you may not be eligible for clinical experiences, internships, externships or certifications associated with certain Healthcare Career programs. Those with previous convictions may also find it difficult to secure employment within a healthcare setting.

College Credits Available

Students who have successfully completed the Certified Professional Coder Program are eligible to receive 19 college credits through the Connecticut Credit Assessment Program administered by Charter Oak State College. Students should request that a copy of their program transcript be sent to Charter Oak. Credits may be used at Charter Oak State College or transferred to another school by setting up a credit registry with Charter Oak. Any transfer credit is at the discretion of the institution. <http://www.charteroak.edu/current/programs/creditregistry.cfm>
This program is CT SNAP, CT WIOA and MASS WIOA approved.

Time Commitment

This 10-month program meets for a total of 584 hours. An additional 70 hour externship is optional.

(no class 2/16, 3/30)

ICD-10-CM

(50 hours)

CRN: 1481/1482 HMED M7156

Dates: January 30 to

April 5, 2018

Days: Tuesday and Thursday

Time: 9:00 a.m. to 11:30 p.m.

Instructor: TBA

Room: 219

Fee: \$797

Current Procedural Terminology II

(50 hours)

CRN: 1151/1226 HMED M7098

Dates: January 30 to April 5, 2018

Days: Tuesday and Thursday

Time: 12:00 p.m. to 2:30 p.m.

Instructor: TBA

Room: 219

Fee: \$731

Medical Law & Ethics

(40 hours)

CRN: 1669/1670 HMED M7083

Dates: January 31 to

April 13, 2018

Days: Wednesday and Friday

Time: 9:30 a.m. to 11:30 a.m.

Instructor: TBA
Room: 219
Fee: \$590

**Anatomy & Physiology II
(40 hours)**

CRN: 1269/1270 HMED M7072
Dates: January 31 to April 13, 2018
Days: Wednesday and Friday
Time: 12:00 p.m. to 2:00 p.m.
Instructor: TBA
Room: 219
Fee: \$444

**Electronic Health Records/Word Processing for Healthcare Professionals
(40 hours)**

CRN: 1671/1672 HMED M7111
Dates: April 24 to June 28, 2018
Days: Tuesday and Thursday
Time: 9:30 a.m. to 11:30 a.m.
Instructor: TBA
Room: 133B
Fee: \$585

**Current Procedural Terminology III
(50 hours)**

CRN: 1673/1674 HMED M7113
Dates: April 24 to June 28, 2018
Days: Tuesday and Thursday
Time: 12:00 p.m. to 2:30 p.m.
Instructor: TBA
Room: 219
Fee: \$731

**Understanding Health Insurance
(50 hours)**

CRN: 1354/1355 HMED M7099
Dates: April 25 to June 29, 2018
Days: Wednesday and Friday
Time: 12:00 p.m. to 2:30 p.m.
Instructor: TBA
Room: 219
Fee: \$676

Upon completion of Coding Certificate, see Certified Inpatient Coder program to further your coding skills.

Payment Information

Total cost of the program including tuition, textbooks, certification exam, and OPTIONAL externship is \$8,770. Without the externship the cost is \$8,491. Payment plans are available for students. This program is CT SNAP, CT WIOA and MASS WIOA approved.

Contact Information

For more information or to register contact Sue Champagne at 860.253.3034 or schampagne@asnuntuck.edu.