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, and manual dexterity
- Have normal vision/hearing 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 2018)

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

Module Two (Spring 2019)

ICD-10-CM
Current Procedural Terminology II
Law & Ethics
Anatomy & Physiology II

Module Three (Spring 2019)

Electronic Health Records
Current Procedural Terminology III
Understanding Health Insurance

Module Four* (Summer 2019)

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 38 for the course description. The cost of the course is $169.

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. Students will earn this credential (CPC-A) after successfully passing the national certification examination. This certification is sponsored by the American Academy of Professional Coders (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.

Asnuntuck Community College also offers a children's reading room which provides daycare free of charge to daytime students. Children must be at least 3 years of age to attend.

This program is CT SNAP, CT WIOA and MASS WIOA approved.

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

Time Commitment

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

Spring 2019 Schedule (Module 2)

ICD-10-CM
(50 hours)

CRN: 1335/1336 HMED M7156
Dates: January 3 to March 12, 2019
Days: Tuesday and Thursday
Time: 9:00 a.m. to 11:30 a.m.
Instructor: Mercella Bingham
Room: 219
Fee: $817

Medical Law & Ethics
(40 hours)

CRN: 1410/1411 HMED M7083
Dates: January 2 to March 8, 2019
Days: Wednesday and Friday
Time: 9:30 a.m. to 11:30 a.m.
Instructor: TBA
Room: 219
Fee: $605

Current Procedural Terminology II
(50 hours)

CRN: 1130/1188 HMED M7098
Dates: January 3 to March 12, 2019
Days: Tuesday and Thursday
Time: 12:00 p.m. to 2:30 p.m.
Instructor: Mercella Bingham
Room: 219
Fee: $749

Anatomy & Physiology II
(40 hours)

CRN: 1222/1223 HMED M7072
Dates: January 2 to March 8, 2019
Days: Wednesday and Friday
Time: 12:00 p.m. to 2:00 p.m.
Instructor: TBA
Room: 219
Fee: $455

Spring 2019 Schedule (Module 3)
(no class April 19)

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

CRN: 1412/1413 HMED M7111
Dates: March 19 to May 23, 2019
Days: Tuesday and Thursday
Time: 9:00 a.m. to 11:30 a.m.
Instructor: Mercella Bingham
Room: 150
Fee: $600

Current Procedural Terminology III
(50 hours)

CRN: 1414/1415 HMED M7113
Dates: March 19 to May 23, 2019
Days: Tuesday and Thursday
Time: 12:00 p.m. to 2:30 p.m.
Instructor: Mercella Bingham
Room: 219
Fee: $749

Understand Health Insurance
(50 hours)

CRN: 1273/1274 HMED M7099
Dates: March 20 to May 29, 2019
Days: Wednesday and Friday
Time: 12:00 p.m. to 2:30 p.m.
Instructor: TBA
Room: 219
Fee: $693

Summer 2019 Schedule (Module 4)

(no class July 4)

Coding Application

(40 hours)

CRN: TBA HMED M7104
Dates: June 4 to August 12, 2019
Days: Tuesday and Thursday
Time: 9:00 a.m. to 11:30 a.m.
Instructor: Mercella Bingham
Room: 219
Fee: $532

Computerized Medical Billing

(40 hours)

CRN: TBA HMED M75061
Dates: June 4 to August 12, 2019
Days: Tuesday and Thursday
Time: 12:00 p.m. to 2:00 p.m.
Instructor: Mercella Bingham
Room:
Fee: $677

70 Hour Optional Externship

This Externship will provide 70 hours of hands on training in a medical billing and coding facility.

CRN: TBA HMED M7183
Dates: Work with Coordinator
Time: TBD
Coordinator: Mercella Bingham
Fee: $286

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, Essential Job Skills and OPTIONAL externship is $8,990. Without the externship the cost is $8,704. 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.

Notice of Non-discrimination: Asnuntuck Community College does not discriminate on the basis of race, color, religious creed, age, sex, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, sexual orientation, gender identity and expression or genetic information in its programs and activities. In addition, the College does not discriminate in employment on the basis of veteran status or criminal record. The following individuals have been designated to handle inquiries regarding the non-discrimination policies: Yhara Zelinka, Title IX Coordinator, yzelinka@asnuntuck.edu (860) 253-3092 and Deborah Kosior, 504/ADA Coordinator, AS-DisabilityServices@asnuntuck.edu (860) 253-3005, Asnuntuck Community College, 170 Elm Street, Enfield, CT 06082.