



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

Earning potential for a professional working in the area is \$45,240 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 is offered in two formats: LRON or ONLINE. The student chooses the method of instruction upon registration of the first training module. A student will have a "one time" opportunity to switch the method of instruction at the end of module one.

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

Module One (Fall 2022)

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

Module Two (Spring 2023)

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

Module Three (Spring 2023)

Electronic Health Records
Current Procedural Terminology III
Understanding Health Insurance

Module Four* (Summer 2023)

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. The cost of the course is \$173.*

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.

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.

Time Commitment

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

Fall 2022 Schedule (Module 1)

(no class Tues/Thurs 11/24 Wed/Fri 11/25)

Anatomy & Physiology I

(40 hours)

CRN: 3164/3165 HMED M1780

Dates: October 11 to December 20, 2022

Days: Tuesday and Thursday

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

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$695

Medical Terminology

(40 hours)

CRN: 3167/3168 HMED M7112

Dates: October 12 to December 21, 2022

Days: Wednesday and Friday

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

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$665

Current Procedural Terminology I

(50 hours)

CRN: 3198/3199 HMED M7097

Dates: October 11 to December 20, 2022

Days: Tuesday and Thursday

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

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$765

Pathophysiology I

(40 hours)

CRN: 3169/3170 HMED M7200

Dates: October 12 to December 21, 2022

Days: Wednesday and Friday

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

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$649

Spring 2023 Schedule (Module 2)

(no class Wed/Fri 2/17)

ICD-10-CM

(50 hours)

CRN: TBA HMED M7156

Dates: January 10 to March 16, 2023

Days: Tuesday and Thursday

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

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$859

Medical Law & Ethics

(40 hours)

CRN: TBA HMED M7083

Dates: January 11 to March 22, 2023

Days: Wednesday and Friday

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

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$618

Current Procedural Terminology II

(50 hours)

CRN: TBA HMED M7098

Dates: January 10 to March 16, 2023

Days: Tuesday and Thursday

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

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$765

Anatomy & Physiology II

(40 hours)

CRN: TBA HMED M7072

Dates: January 11 to March 22, 2023

Days: Wednesday and Friday

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

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$505

Spring 2023 Schedule (Module 3)

(no class Tues/Thurs 4/11, 4/13 Wed/Fri 4/7, 4/12, 4/14)

Electronic Health Records

(40 hours)

CRN: TBA HMED M7111

Dates: March 28 to June 8, 2023

Days: Tuesday and Thursday

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

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$613

Current Procedures Terminology III

(50 hours)

CRN: TBA HMED M7113

Dates: March 28 to June 8, 2023

Days: Tuesday and Thursday

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

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$765

Understanding Health Insurance

(50 hours)

CRN: TBA HMED M7099

Dates: March 29 to June 14, 2023

Days: Wednesday and Friday

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

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$708

Summer 2023 Schedule (Module 4)

(No Class Tues/Thurs 7/4)

Coding Application

(40 hours)

CRN: TBA HMED M7104

Dates: June 22 to August 31, 2023

Days: Tuesday and Thursday

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

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$643

Instructor: Mercella Bingham

Instruction type: LRON or ONLINE

Fee: \$691

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: \$392

Computerized Medical Billing

(40 hours)

CRN: TBA HMED M75061

Dates: June 22 to August 31, 2023

Days: Tuesday and Thursday

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

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

LRON: (Live/Remote Online Courses): Live sessions are held (synchronous) at specified times using Teams/WebEx. Blackboard will be used for the delivery of ancillary readings and instructional content, assignments, assessments, and (captioned) recordings of lectures or other relevant media.

ONLINE: Course delivery in which all instruction and assessment is asynchronously delivered through Blackboard—often in conjunction with publisher-based content. These courses include discussion boards, assignments, projects, assessments, etc. However, courses designated as “Online with Classroom Component” (OLCR) may require an on-ground orientation and/or protected assessments, although instruction must be online/asynchronous.

Payment Information

Total cost of the program including tuition, textbooks, certification exam, Essential Job Skills, and OPTIONAL externship is \$9,506. Without the externship the cost is \$9,114. Payment plans are available for students. This program is CT SNAP, CT WIOA and MASS WIOA approved. Students must drop at least 1 day prior to the start of the program in order to receive a refund, if you are on a payment plan the \$25 payment plan fee is non-refundable.

Contact Information

For more information or to register please call 860 253-3028 or email 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, past or present 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, Asnuntuck Community College does not discriminate in employment on the basis of veteran status or criminal record. The following individuals has been designated to handle inquiries regarding non-discrimination policies: **Timothy St. James**, 504/ADA Coordinator, tstjames@asnuntuck.edu, (860)-253-3011, **Dawn Bryden**, Title IX Deputy, dbryden@asnuntuck.edu, (860) 253-1273, Asnuntuck Community College, 170 Elm Street, Enfield, CT 06082

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