



Medical Coding and Billing Specialist

Program Summary: This 6-month course will provide the tools necessary to meet the skill set to become a certified coder. Topics covered will include how to solve insurance billing problems; how to manually file claims using the CPT and ICD-9 manual and complete common insurance forms; and an introduction to ICD-10. Upon course completion, students will be qualified to sit for a national certification exam. (Total – 190 Hours).

Course Fee: \$1500 (\$1400 for St. Francis Medical Center employees), which includes books, consumable supplies, certification test, and course completion certificate.

Financial Assistance: Students with a need for financial assistance may contact the local Workforce Investment Board for scholarship opportunities. This course is also approved for funding through Sallie Mae SmartOptions loan.

Community Job Survey: The need for those competent in Medical Coding and Billing is increasing with the growth of health care in the USA. Careers in this field are projected to be among the fastest growing occupations through the year 2016 (U.S. Dept. of Labor, Bureau of Labor Statistics). The starting annual salary in this field is approximately \$28,700. The US Bureau of Labor Statistics estimates a shortage of more than 50,000 qualified health information management and health information technology workers by 2015. Earning a national certification will position you as a leader in an exciting and growing market.

Certification: At the end of the course, participants will receive a certificate of completion and be registered to take the AHIMA Certified Coding Associate exam.

Schedule: Designed for busy adults, classes will be held three nights a week from 6:00-9:00 PM. Classroom instruction lasts six (6) months.

Pre-requisites: *Minimum 18 years of age and high school completion or its equivalent.* Participants do not need previous coding experience to be eligible for this class. Students will be required to have access to the Internet, printing capabilities and an email address.

*The Medical Coding and Billing Specialist training course is offered through the Office of Special Programs. The course prepares students for the AHIMA Certified Coding Associate exam. It is designed for adults who desire to advance their careers or discover a new career path. Prospective students must attend an information session to register...**please complete the [interest form](#) to receive program updates!***

*If you have additional questions, call:
318.397.6197*