MEDICAL CODER

Technical Diploma
Program Code: 31-530-3
Total Credits: 30

The Medical Coder program at Mid-State prepares students for entry-level work as medical coders in health care settings such as hospitals, physician offices, long-term care facilities, and more. Medical coders review medical documentation and assign diagnosis and procedure codes for the purposes of billing, quality improvement, statistical reporting, and medical research. In this program, you'll be introduced to reimbursement principles and build proficiency in assigning codes across all settings. After program completion, graduates may qualify to take the Certified Coding Associate (CCA) credentialing exam through American Health Information Management Association (AHIMA).

Estimated tuition and fees: mstc.edu/programcosts

ACADEMIC ADVISOR

To schedule an appointment with an academic advisor, call 715.422.5300. Academic advisors will travel to other campuses as necessary to accommodate student needs. For more information about advising, visit **mstc.edu/advising**.

CHECKLIST:
This section will be completed when meeting with your academic advisor.

- ❑ FAFSA (www.fafsa.gov)
- ❑ Financial Aid Form(s)

    Form(s): _____
- ❑ Follow-Up Appointment:

    Where: _____

    When: _____

    With: _____
- ❑ Official Transcripts
    Mid-State Technical College
    Student Services Assistant
    1001 Centerpoint Drive
    Stevens Point, WI 54481
- ❑ Other: _____

    _____

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mstc.edu • 888.575.6782 • TTY: 711

MID-STATE TECHNICAL COLLEGE

ADAMS CAMPUS
401 North Main
Adams, WI 53910

MARSHFIELD CAMPUS
2600 West 5th Street
Marshfield, WI 54449

STEVENS POINT CAMPUS
1001 Centerpoint Drive
Stevens Point, WI 54481

WISCONSIN RAPIDS CAMPUS
500 32nd Street North
Wisconsin Rapids, WI 54494

HIGH SCHOOL STUDENT

COLLEGE TRANSFER

RETURNING ADULT

CREDIT FOR PRIOR LEARNING AND EXPERIENCE

CREDIT FOR PRIOR LEARNING AND EXPERIENCE

- Certifications and Licenses
- High School Credit
- Military Experience
- National/Standardized Exams
- Transfer Credit
- Work and Life Experience

Learn about Credit for Prior Learning at **mstc.edu/cpl**.

TECHNICAL DIPLOMA

MEDICAL CODER
Technical Diploma • 30 Credits

Start Your Career
- Medical Coder
- Medical Claims Reviewer
- Financial Services Specialist

ASSOCIATE IN APPLIED SCIENCE (AAS)

HEALTH INFORMATION MANAGEMENT
Associate in Applied Science (AAS) • 61-62 Credits

Start Your Career
- Medical Coder/Reviewer/Educator
- Revenue Cycle Coordinator
- Healthcare Information Data Analyst

BACHELOR'S DEGREE

BACHELOR'S DEGREE OPTIONS
Arizona State University, Bellevue University, Colorado State University Global, Concordia University, Franklin University, Grand Canyon University (GCU), Herzing University, Lakeland University, Milwaukee School of Engineering (MSOE), Mount Mary University (MMU), Northern Michigan University, The College of St. Scholastica, University of Maryland Global, University of Phoenix, UW-Green Bay, UW-La Crosse, UW-Oshkosh, UW-Parkside, UW-Stevens Point, UW-Stevens Point at Marshfield, UW-Stout, UW-Whitewater, Western Governors University, and Wisconsin Private–Nonprofit Universities/Colleges.

For more information and additional opportunities, visit **mstc.edu/transfer**.

OTHER OPTIONS

RELATED PROGRAMS

- Dental Assistant
- Health & Wellness Promotion
- Medical Assistant
- Nursing
- Nursing Assistant
- Phlebotomy Technician
- Respiratory Therapy
- Sterile Processing Technician
- Surgical Technology

PROGRAM OUTCOMES

Employers will expect you, as a Medical Coder graduate, to be able to:

- Apply clinical documentation and diagnostic results to ensure accurate diagnostic and procedural coding.
- Validate completeness and accuracy of health data for coding, billing, and statistical purposes.
- Evaluate components of revenue cycle management and clinical documentation improvement.

TECHNICAL SKILLS ATTAINMENT

The Wisconsin Technical College System (WTCS) has implemented a requirement that all technical colleges measure program outcomes attained by students. This requirement is called Technical Skills Attainment (TSA). The main objective of TSA is to ensure graduates have the technical skills needed by employers. Students are notified of TSA reporting in the Inpatient Procedure Coding and Advanced Coding courses.

TECHNICAL STANDARDS

A list of specific physical, emotional, and mental tasks needed to function as a medical coder is at **mstc.edu/programs/medical-coder**. Contact the Disability Services coordinator in the Student Services & Information Center to receive assistance.

PROGRAM PROGRESSION AND COMPLETION

In order to progress in and successfully complete the program, students must:

- Repeat courses not completed with a grade of "C" or better prior to progressing in core courses or other courses with co- or prerequisites.
- Receive a grade of "C" or better in all courses required for graduation.

A student may repeat the same course only once in the Medical Coder program. If the course is failed a second time, the student will be withdrawn from the Medical Coder program. If a Medical Coder student fails four separate program courses, the student will be withdrawn from the program. Failures will include failing the same course or failing different courses. A withdrawal grade of "W" counts as one attempt for the course.

STUDENT HANDBOOK

Visit **mstc.edu/studenthandbook** to view Mid-State's student handbook, which contains information about admissions, enrollment, appeals processes, services for people with disabilities, financial aid, graduation, privacy, Mid-State's Student Code of Conduct, and technology.

GRADUATION REQUIREMENT

The GPS for Student Success course is required for all Mid-State program students and is recommended to be completed before obtaining 12 credits. (Not counted in the total credit value for this program.) Some students are exempt from this requirement. Please see your program advisor for more information.

GPS for Student Success ✍
10890102 ....1 credit
Integrate necessary skills for student success by developing an academic plan, identifying interpersonal attributes for success, adopting efficient and effective learning strategies, and utilizing Mid-State resources, policies, and processes. This course is recommended to be completed prior to obtaining 12 credits and is a graduation requirement unless you receive an exemption from your program advisor.

ADDITIONAL COURSES AS NEEDED

The following courses may be recommended or required if the student does not achieve minimum Accuplacer scores.

College Reading and Writing 1
10831104 ....3 credits
Provides learners with opportunities to develop and expand reading and writing skills to prepare for college-level academic work. Students will employ critical reading strategies to improve comprehension, analysis, and retention of texts. Students will apply the writing process to produce well-developed, coherent, and unified written work.

Pre-Algebra
10834109 ....3 credits
Provides an introduction to algebra. Includes operations on real numbers, solving linear equations, percent and proportion, and an introduction to polynomials and statistics. Prepares students for elementary algebra and subsequent algebra-related courses.

SAMPLE FULL-TIME CURRICULUM OPTION

Term		12 credits
10103106	Microsoft Office Introduction ✎	3
10501101	Medical Terminology ✎	3
10530123	Introduction to Digital Information in Healthcare	3
10806189	Basic Anatomy	3

Term		9 credits
10530144	CPT Coding	3
10530117	Human Disease for the Health Professions	3
10530197	ICD Diagnosis Coding	3

Term		9 credits
10530146	Private and Government Reimbursement	3
10530147	HIM Advanced Coding	3
10530115	Inpatient Procedure Coding	3
	Total credits 30	

SAMPLE PART-TIME CURRICULUM OPTION

Term		6 credits
10501101	Medical Terminology ✎	3
10530123	Introduction to Digital Information in Healthcare	3

Term		9 credits
10806189	Basic Anatomy	3
10103106	Microsoft Office Introduction ✎	3
10530117	Human Disease for the Health Professions	3

Term		6 credits
10530144	CPT Coding	3
10530197	ICD Diagnosis Coding	3

Term		9 credits
10530146	Private and Government Reimbursement	3
10530147	HIM Advanced Coding	3
10530115	Inpatient Procedure Coding	3
	Total credits 30	

✎ This course has options available to receive credit for prior learning (CPL) or work experience. Visit the website at **mstc.edu/cpl** or contact your advisor for details.

Please Note:
- This curriculum sequence is only for student planning. Actual student schedules will vary depending on course availability.
- Program completion time may vary based on student scheduling and course availability. For details, go to **mstc.edu/schedule**.

MULTIPLE MEASURES	
Multiple Measures Writing (MMW): High school GPA of 2.6 and successful completion of 2.0 credits of high school writing courses with a "C" or better	**Multiple Measures Reading (MMR):** High school GPA of 2.6 and successful completion of 2.0 credits of high school literature courses with a "C" or better
Multiple Measures Math 1 (MMM_1): High school GPA of 2.6 and successful completion of 1.0 credits of high school math (Algebra 1 or equivalent) with a "C" or better	**Multiple Measures Math 2 (MMM_2):** High school GPA of 2.6 and successful completion of 2.0 credits of high school math including Algebra 1 and Algebra 2 with a "C" or better
Multiple Measures Science 1 (MMS_1): High school GPA of 2.6 and successful completion of 1.0 credits of high school lab science course with a "C" or better	**Multiple Measures Science 2 (MMS_2):** High school GPA of 2.6 and successful completion of 1.0 credits of high school chemistry with a "C" or better

Past high school and college transcripts are used in making course placement decisions.

Basic Anatomy
10806189 ....3 credits
Examines concepts of anatomy and physiology as they relate to health careers. Learners correlate anatomical and physiological terminology to all body systems.
Prerequisite: High School GPA of 2.6 and MMS_1 or Accuplacer Reading Skills of 249 or ACT Reading score of 15

CPT Coding
10530144 ....3 credits
Prepares learners to assign current procedural terminology (CPT) codes supported by medical documentation with entry-level proficiency. Students are familiar with and use standard coding references. Emphasizes accuracy, CPT instructional notations, conventions, rules, and official coding guidelines when assigning CPT codes to case studies and actual medical record documentation. Also covers application of modifiers to services and relationship to financial impact.
Prerequisites: Medical Terminology 10501101, Basic Anatomy 10806189, and Introduction to Digital Information in Healthcare 10530123; Corequisite: Human Disease for the Health Professions 10530117

HIM Advanced Coding
10530147...3 credits
Builds on basic coding knowledge and skills through the coding of clinical case studies and actual medical records. Students access, review, and code electronic medical records from the virtual lab software; perform data quality reviews to validate code assignment and compliance with reporting requirements; develop appropriate physician queries; and assign diagnosis related groups (DRGs) and ambulatory payment classifications (APCs) with entry-level proficiency using computerized encoding and grouping software.
Prerequisites: ICD Diagnosis Coding 10530197 and CPT Coding 10530144; Corequisites: Private and Government Reimbursement 10530146 and Inpatient Procedure Coding 10530115

Human Disease for the Health Professions
10530117 ....3 credits
Focuses on the common diseases of each body system as encountered in all types of healthcare settings by health information professionals. Emphasizes understanding the etiology (causes), signs and symptoms, diagnostic tests, and treatment (including pharmacologic) of each disease.
Prerequisites: Medical Terminology 10501101 and Basic Anatomy 10806189

ICD Diagnosis Coding
10530197...3 credits
Prepares students to assign ICD diagnosis codes supported by medical documentation with entry-level proficiency. Students apply instructional notations, conventions, rules, and official coding guidelines when assigning ICD diagnosis codes to case studies and actual medical record documentation.
Prerequisites: Medical Terminology 10501101, Basic Anatomy 10806189, and Introduction to Digital Information in Healthcare 10530123; Corequisite: Human Disease for the Health Professions 10530117

Inpatient Procedure Coding
10530115 ....3 credits
Prepares students to assign ICD procedure codes supported by medical documentation with entry-level proficiency. Students apply instructional notations, conventions, rules, and official coding guidelines when assigning ICD procedure codes to case studies and actual medical record documentation.
Prerequisite: ICD Diagnosis Coding 10530197; Corequisites: Private and Government Reimbursement 10530146 and HIM Advanced Coding 10530147

Introduction to Digital Information in Healthcare
10530123...3 credits
This introductory course examines the field of Health Information Management including the hardware and software systems used, common industry terminology, the security and ethical responsibilities of professionals in the field, and the current trends in the industry. Students will focus on accuracy and integrity of health data and confidentiality in this course.
Corequisite: 10501101 Medical Terminology

Medical Terminology ✎
10501101... 3 credits
Focuses on the component parts of medical terms: prefixes, suffixes, and word roots. Learners practice formation, analysis, and reconstruction of terms. Emphasizes spelling, definition, and pronunciation. Introduces operative, diagnostic, therapeutic, and symptomatic terminology of all body systems as well as systemic and surgical terminology.

Microsoft Office-Introduction ✎
10103106 ....3 credits
Develops introductory skills in the Microsoft Office Suite (Word, Excel, Access, PowerPoint, and Outlook) while reinforcing the students' knowledge of computer concepts, Windows Explorer, and web usage. This course prepares students for the Associate level MOS Certification exams for Word, Excel, PowerPoint, and Outlook. Students should possess basic keyboarding, mouse, and Windows 10 skills. Students may develop these skills in the Academic Learning Center while concurrently enrolled in this course.

Private and Government Reimbursement
10530146 ....3 credits
Introduces students to the vocabulary of private healthcare and government reimbursement. Students will identify and compare the varieties of private and government healthcare insurance including the advantages and disadvantages of each for the provider and for the policyholder. HIPAA guidelines are utilized throughout.
Prerequisites: ICD Diagnosis Coding 10530197 and CPT Coding 10530144; Corequisites: Inpatient Procedure Coding 10530115; HIM Advanced Coding 10530147