

MEDICAL INSURANCE BILLING & CODING – WINTER/SPRING 2019 SCHEDULE

January 5	<b>Computer Billing, Part 1</b>	<p><u>Before Class:</u> Review billing.</p> <p><u>Bring to Class:</u> No books necessary.</p> <p><u>After Class:</u> Practice entering offices and cases.</p>
January 19	<b>Computer Billing, Part 2</b>	<p><u>Before Class:</u> Get comfortable with the software.</p> <p><u>Bring to Class:</u> No books necessary.</p> <p><u>After Class:</u> Practice entering claims and payments.</p>
February 2 & 9	<b>Hospital Billing</b>	<p><u>Before Class:</u> Study for final exam.</p> <p><u>Bring to Class:</u> <i>Understanding Health Insurance</i></p> <p><u>After Class:</u> Study for Final Exam!</p>
February 23	<b>Health Insurance &amp; Managed Care, Part 2</b>	<p><u>Before Class:</u> Read Chapters 1, 2, 5, and 10 in <i>Understanding Health Insurance</i>; review health insurance acronyms and understand what they mean.</p> <p><u>Bring to Class:</u> <i>Understanding Health Insurance</i></p>
March 2	<b>Advanced Coding</b>	<p><u>Before Class:</u> Review coding.</p> <p><u>Bring to Class:</u> <i>Understanding Health Insurance</i> &amp; all manuals (ICD, CPT, HCPCS), medical dictionary if you desire</p> <p><u>After Class:</u> Practice coding learned in class.</p>
March 16	<b>Final Exam (\$50 tuition fee)</b>	<p><u>Bring to Class:</u> CPT, HCPCS, and ICD-10 manuals</p>