HIGHLAND COMMUNITY COLLEGE

Syllabus

HS 118 Current Procedural Terminology (CPT) Coding I
3 Credit Hours (Lecture)
Prerequisites: BS 104 Human Anatomy with Lab;
BS 105 Human Physiology with Lab;
BS 109 Medical Terminology with a "C" or higher
C & I Revision Date: 11/17/2025

Department:

Health Sciences

Course Description:

This course helps the student develop an understanding of coding and classification systems in order to assign valid diagnostic and/or procedure codes. It will include the validation of coded clinical information, and case mix/severity of illness data. The course will focus on basic diagnosis coding skill and guidelines associated with Current Procedural Terminology (CPT) and Healthcare Common Procedure Coding System (HCPCS).

Course Competencies:

Upon completion of the course, the student should be able to:

1. Explain the use of the CPT manual.
2. Explain the use of the HPCS manual.
3. Apply CPT symbols and section guidelines.
4. Assign Body and Ancillary Systems Coding.
5. Assign evaluation and management codes.
6. Explain global procedures and bundled coding.
7. Assign CPT/HCPCS modifiers.
8. Assign HCPCS codes.
9. Identify current issues regarding medical coding rules and regulations.
10. Link CPT code to the appropriate ICD diagnosis code.

Course Content:

A. Principles and application of coding systems
B. Procedural groupings
C. Review/discuss other procedural coding systems

Learning Assessments:

Course competencies will be assessed by use of discussion questions, graded assignments, comprehensive assignments, research paper, quizzes, and exams.

Instructional Materials:

Textbook: AMA (2025). *Cpt 2026* (Professional ED.). Chicago, IL: American Medical Association (AMA). ISBN: 978-1640163225

Textbooks: Smith, G. I. (2021). *Basic CPT and HCPCS Coding 2021* (1ST ed.). Chicago, IL: American Health Information Management Association (AHIMA) Press. ISBN-13: 978-1-58426-825-3

Smith, G. I. (2021). *Basic Current Procedural Terminology and HCPCS Coding Exercises* (6th ed.). Chicago, IL: American Health Information Management Association (AHIMA) Press. ISBN13: 978-1-58426-777-5

Guidelines for Requesting Accommodations Based on Documented Disability or Medical Condition

It is the intention of Highland Community College to work toward full compliance with the Americans with Disabilities Act, to make instructional programs accessible to all people, and to provide reasonable accommodations according to the law.

Students should understand that it is their responsibility to self-identify their need(s) for accommodation and that they must provide current, comprehensive diagnosis of a specific disability or medical condition from a qualified professional in order to receive services. Documentation must include specific recommendations for accommodation(s). Documentation should be provided in a timely manner prior to or early in the semester so that the requested accommodation can be considered and, if warranted, arranged.

In order to begin the process all students **must** complete the "Disabilities Self-Identification Form" on our Disability Services website.

This form can also be accessed at the Highland Community College homepage under Students Services/Student Resources/Disability Service or by contacting the Disabilities Coordinator.

A Note on Harassment, Discrimination and Sexual Misconduct

Highland Community College seeks to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX, and College policy prohibit harassment, discrimination and sexual misconduct. Highland Community College encourages anyone experiencing harassment, discrimination or sexual misconduct to talk to report to the Vice President for Student Services, the Human Resources Director or complete an online report about what happened so that they can get the support they need and Highland Community College can respond appropriately.

There are both confidential and non-confidential resources and reporting options available to you. Highland Community College is legally obligated to respond to reports of sexual misconduct, and therefore we cannot guarantee the confidentiality of a report, unless made to a confidential resource. Responses may vary from support services to formal investigations. As a faculty member, I am required to report incidents of sexual misconduct and thus cannot guarantee confidentiality. I must provide our Title IX coordinator with relevant details such as the names of those involved in the incident. For more information about policies and resources or reporting options, please review our Equity Grievance Policy.