

## Department:

Health Sciences

## Course Description:

To provide the student with coding practices in a hospital, physician's office, clinical or other healthcare setting, with directed projects common to a clinical coding specialist on the job. This course will reinforce skills developed in the medical coding program and provide an opportunity to perform these skills in the workplace.

## Course Competencies:

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

1. Analyze inpatient and outpatient health records to determine significant patient diagnoses and procedures.
2. Assign diagnosis and procedure codes to inpatient and outpatient records.
3. Verify diagnosis and procedure codes to inpatient and outpatient records.
4. Sequence diagnosis and procedure codes to inpatient and outpatient records.
5. Validate inpatient and outpatient data for appropriate reimbursement.
6. Interact with other ancillary services, healthcare professionals, and customers.
7. Demonstrate professional behaviors.
8. Adhere to legal and ethical practices.
9. Use electronic applications to support clinical classification and coding.

## Course Content:

- A. Diagnosis Coding System
- B. Procedural Coding System
- C. Human Anatomy
- D. Human Physiology
- E. Medical Terminology
- F. Introduction to Health Information
- G. Pathopharmacology for Allied Health Professionals
- H. Legal and Ethical Issues in Healthcare
- I. Healthcare Computer Application and Electronic Encoder
- J. Insurance and Health Information Compliance
- K. Reimbursement Methodologies (Physician)

## Learning Assessments:

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

## Instructional Materials:

The instructor will provide students with a practicum requirements checklist.

### **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” at this link:

<https://highlandcc.edu/pages/disability-services>.

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.