Medical Billing/Coding Specialist (CBCS)

**CTF 25**
Introduction, Terminology and Insurance (T) $275
MonWed 6:45-9:45pm
Sept 29-Dec 10 OR
Sat 9am-3:30pm
Oct 11-Dec 20
An overview of the medical terminology used in a medical office, starting with the basics of anatomy, including the human body and its skeletal, pulmonary, digestive, cardiovascular and reproductive systems, and an introduction to health insurance.

**CTF 26**
Procedures and Coding (CPT and ICD-9-CM) (T) $275
TueThur 6:45-9:45pm
Sept 30-Dec 9 OR
Sat 9am-3:30pm
Oct 11-Dec 20
CPT is a systematic linking and coding of procedures and services used in out-patient settings. This coding is required for billing and reimbursement by insurers. ICD-9-CM, the international classification of diseases, is used worldwide.
Prerequisite: CTF 25

**CTF 27**
Computerized Billing and Clinical Practice (T) $275
TueThur 6:45-9:45pm
Sept 30-Dec 9 OR
Sat 9am-3:30pm
Oct 11-Dec 20
You will continue your study of office procedures and billing to include scheduling patients for laboratory, surgical and testing procedures, completing patient charts, and accounting practices, using state-of-the-art medical software.
Prerequisite: CTF 26, and basic computer skills.

**Elective Course**

**CTF 28**
ICD-10 for Medical Professionals $250
MonWed 6:45-9:45pm
Oct 20-Nov 12
ICD-10 is scheduled to be fully implemented as the only reimbursement system for medical facilities nationwide. This course will serve as a transition course for those previously trained or with sufficient experience in using ICD-9.
Prerequisite: CTF 27 or prior experience in using ICD-9.