



## Medical Office - Coding and Billing Certification Online – M104 600 hours

### Medical Coding Online

**Certified Medical Coders (CMC)** translate clinical data from patient health records and assign appropriate medical codes. Their work is submitted to insurance companies for payment purposes, data collection, research, billing and quality improvement purposes.

**Medical Coders** play an important role in the financial success of private medical practices and other health care facilities. The greater the expertise of the Coder in identifying diagnoses for patient encounters, the greater the insurance reimbursement to the employer! That's why employers today demand certified **CMCs** – because they are knowledgeable and have the skills and training needed to help their practices make more money!

**Medical Coder Certification Means Success!** Certified Medical Coders are in high demand throughout the healthcare industry. In fact, according to the US Bureau of Labor Statistics, medical support professionals, including Medical Coders, are one of the 10 fastest-growing allied health occupations. And, studies show that Medical Coders are paid accordingly for their skills. The average starting pay for a certified Medical Coder is about \$35,000 per year, with veterans in the field making over \$50,000!

**In-Depth Training:** In the Medical Coding Certification course, you'll learn the essentials of Medical Coding, including evaluation and management coding, proper billing procedures for Medicare and private insurance companies, anatomy and medical terminology, claims appeals and more. The course includes resources that are used by Medical Coders on the job, including the Department of Health's International Classification of Diseases, Ninth Revision ([ICD-9](#)) and the American Medical Association's (AMA) Current Procedure Terminology ([CPT](#)). The CCA course will take the average student a little over 300 hours to work all the way through to completion.

### I. Foundations of Medical Terminology

- Introduction
- English 101
- Medical Words
- Dynamics of Medical Vocabulary and Word Structure
- Body Dynamics
- Medical Instruments and Equipment
- Medical Specialties and Specialists
- Diagnostic Medicine
- Abbreviations
- Anatomy and Physiology
- Pharmacology
- Section I Case Studies



## II. Foundations of Medical Coding Systems

- Introduction
- Defining Codes
- The Professional Coder
- International Classification of Diseases
- General Coding Guidelines
- Evolution of Current Procedural Terminology
- CPT Coding Book Guidelines
- Category II, III and Appendices
- Mastering the Modifiers, Sections and Symbols
- Evaluation and Management (E/M)
- E/M Descriptors
- Coding and the Law
- Session II Case Studies

### ***CertBlaster Exam Simulations Included:***

Certified Coding Associate (CCA) certification exams. CertBlaster Exam Simulations provide a realistic test environment, so you will be fully prepared to take the actual certification exam!

- Over 100 Medical Coding Practice Exam Questions and 5 Case Studies
- Experience the CCA Exam Process BEFORE Taking the REAL Exam
- Questions and Environment Similar to Actual Certification Exam
- Questions Available in Study Mode, Certification Mode, Assessment Mode, Adaptive Mode and Flash Drill Mode
- Practice Exams Contain Exam References for Additional Study
- Detailed Explanations to All Questions With Correct Answers
- Personal Testing Plan Evaluates Your Performance on Each Test
- Track Performance and Determine Exam Readiness With Stored Test History

### **WHAT IS THE MED CODER (CCA) CERTBLASTER?**

The CertBlaster for the CCA exam contains 163 multiple choice questions as well as five Case Studies (coding type questions) with 104 exercises for a grand total of 267 practice items. This is a very strong and, in this field, quite unique product.

### **CCA CERTIFICATION MEANS SUCCESS!**

According to a 2003 salary survey conducted by the American Academy of Professional Coders, salaries for Certified Medical Coders far surpass the national average. In fact, the survey found that coders are earning from \$3,500 to \$18,000 more annually than the national average for other job sectors!

According to the report from AAPC, the national average salary of a Certified Medical Coder is \$39,046. The survey also shows that certified Medical Coders make nearly 20% more annually than their non-certified peers! Our CCA CertBlasters will give you the final preparation you need to PASS the CCA exam.

### **THE SURE WAY TO PASS THE CERTIFICATION EXAMS!**

No matter how good the training materials, just studying for the CCA certification exam is not always enough. You still have to pass the difficult and tricky exam. CertBlaster Exam Simulations are the most update-to-date and true assessment tools available on the market. Once you complete our CertBlaster Exam Simulations, you will know exactly what to expect when you walk into the testing center.

CertBlaster Exam Simulators expose you to the same type of questions that you will face on the real CCA certification exam. Our Exam Simulators also provide scores for each test and record your test history and progress in a "Personal Testing Plan." With CertBlaster Exam Simulators, you can evaluate your performance



after each simulation is completed. You will be confident in your ability to PASS the CCA exam after studying with our Exam Simulators.

**CCA CertBlaster and exam main objectives:**

- 1.0:** Health Data, Content Requirements and Standards
- 2.0:** Clinical Classifications and Reimbursement Methods
- 3.0:** Information Technology and Health Care Delivery

## **Medical Billing Online**

**Medical Billers** assemble, organize and evaluate medical records and charts for completeness and accuracy. They ensure that all forms are properly identified, signed, and that all necessary information is in the computer. Once all of the relevant data are correctly assembled, the Medical Billing Specialist then bills the insurance company or Federal Government for the services and goods rendered while treating the patient.

Clearly, the Medical Biller is a vital part of a private practice or hospital environment. The Medical Biller is responsible for making sure payments are made by insurance companies and that cash-flow is maintained. Without this function there is no practice or hospital!

A Medical Billing professional can also be referred to as a Medical Reimbursement Specialist or Health Insurance Specialist.

### **Medical Billing Certification Means Success!**

Certified Medical Billing professionals are in high demand throughout the healthcare industry. In fact, according to Healthcare Jobs.org, Medical Billing is one of the fastest growing opportunities in healthcare. Insurance companies and government agencies are spending more time and money researching and controlling claims fraud, abusive practices and medical necessity issues. Because of this, most companies and practices are looking for employees who are highly trained in the field. And, studies show that Medical Billers are paid accordingly for their skills. The average starting pay for a certified Medical Biller is about \$30,000 per year, with experienced Medical Billers making well over \$50,000 per year! The CMCP course will take the average student a little over 300 hours to work all the way through to completion.

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- Section I Case Studies

### **II. Billing Principles and Regulations**

- Who Pays and Who Benefits?
- Provider Structure and Protocols
- Hospital Billing
- Family Relationships



- Billing the Encounter
- Practice Economics
- Collections
- Medical Coding Systems
- Fee Profiles
- Overview of Medicare/Medicaid

### **III. Billing the Health Insurance Co.**

- Health Insurance Specialists
- Understanding the Terms
- Healthcare Organization Plans
- Insurance Claims
- Payer Processing
- Laws, Rules and Regulations
- Private Insurers
- Medicare
- Medicaid
- Tricare

***CertBlaster Exam Simulations Included:*** CertBlaster Exam Simulations provide a realistic test environment, so you will be fully prepared to take the actual certification exam!

- Over 100 Medical Claims Practice Exam Questions and 5 Subject Matter Drills
- Experience the CMCP Exam Process BEFORE Taking the REAL Exam
- Questions and Environment Similar to Actual Certification Exam
- Questions Available in Study, Certification, Assessment, Adaptive Mode and Flash Drill Mode
- Practice Exams Contain Exam References for Additional Study
- Detailed Explanations and Answers to All Questions
- Personal Testing Plan Evaluates Your Performance on Each Test
- Track Performance and Determine Exam Readiness With Stored Test History

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**CMCP CertBlaster and exam main objectives:**

- 1.0:** Terminology
- 2.0:** Anatomy and Physiology
- 3.0:** Insurers
- 4.0:** Issuing the Medical Bill
- 5.0:** Laws, Rules and Regulations