

Administrative Master Syllabus

Course Information

Course Title	Ambulatory Coding
Course Prefix, Num. and Title	HITT 1342 Ambulatory Coding
Division	Allied Health
Department	Health Information Technology
Course Type	WECM Course
Course Catalog Description	Fundamentals of ambulatory coding rules, conventions, and guidelines.
Pre-Requisites	HITT 1301 and BIOL 2404
Co-Requisites	Enter Co-Requisites Here.

Semester Credit Hours

Total Semester Credit Hours (SCH): Lecture Hours:	3:2:3
Lab/Other Hours	
Equated Pay Hours	3.5
Lab/Other Hours Breakdown: Lab Hours	3
Lab/Other Hours Breakdown: Clinical Hours	Enter Clinical Hours Here.
Lab/Other Hours Breakdown: Practicum Hours	Enter Practicum Hours Here.
Other Hours Breakdown	List Total Lab/Other Hours Here.

Approval Signatures

Title	Signature	Date
Department Head:		
Division Chair:		
VPI:		

Additional Course Information

Topical Outline: Each offering of this course must include the following topics (be sure to include information regarding lab, practicum, and clinical or other non-lecture instruction).

- A. Current Procedural Terminology
 - 1. Introduction to Clinical Coding
 - 2. Application of the CPT System
 - a. Section Numbers and Their Sequences
 - b. Instructions for Use of the CPT Codebook
 - 3. Modifiers
 - 4. Surgery
 - a. Integumentary System
 - b. Musculoskeletal System
 - c. Respiratory System
 - d. Cardiovascular System
 - e. Hemic and Lymphatic System
 - f. Mediastinum and Diaphragm
 - g. Digestive System
 - h. Urinary System
 - i. Male Genital System
 - j. Female Genital System
 - k. Maternity Care and Delivery
 - l. Endocrine System
 - m. Nervous System
 - n. Eye and Ocular Adnexa
 - o. Auditory System
 - 5. Radiology
 - 6. Pathology and Laboratory
 - 7. Evaluation and Management Section
 - a. Medicare's Documentation Guidelines-various versions
 - b. Selection of appropriate code
 - 8. Medicine Section
 - 9. Anesthesia Section
 - a. Modifiers
 - b. Qualifying codes
- B. International Classification of Diseases – 10th Revision Clinical Modification
 - 1. Diagnostic Coding and Reporting Guidelines for Outpatient Services

Course Learning Outcomes:

Learning Outcomes – Upon successful completion of this course, students will:

Fundamentals of ambulatory coding rules, conventions, and guidelines.

Methods of Assessment:

Discussions, Exams, and Coding Evaluations

Required text(s), optional text(s) and/or materials to be supplied by the student:

Current Procedural Terminology, Chicago, IL : American Medical Association, Current Year.

Bowie, Mary Jo, Understanding Current Procedural Terminology and HCPCS Coding Systems, current edition, Boston, MA: Cengage Learning.

Access to a computer with an external webcam and microphone, a reliable internet connection, and access to the WCJC learning management system.

Suggested Course Maximum:

20

List any specific or physical requirements beyond a typical classroom required to teach the course.

Access to appropriate technology for online courses.

Course Requirements/Grading System: Describe any course specific requirements such as research papers or reading assignments and the generalized grading format for the course.

Grading scale:

93—100%	A
85—92%	B
78—84%	C
70—77%	D
69—0%	F

Final evaluation will be based on grades achieved during the semester and the final exam.

Daily Average 30%

Regular Exams 50%

Final Exam 20%

Curriculum Checklist:

- Administrative General Education Course** (from ACGM, but not in WCJC Core) – No additional documents needed.
- Administrative WCJC Core Course** – Attach the Core Curriculum Review Forms
 - Critical Thinking
 - Communication
 - Empirical & Quantitative Skills
 - Teamwork
 - Social Responsibility
 - Personal Responsibility
- WECM Course** – If needed, revise the Program SCANS Matrix and Competencies Checklist