Administrative Master Syllabus

Course Information

Course Title	Advanced Medical Billing and Reimbursement
Course Prefix, Num. and Title	HITT 2340 Advanced Medical Billing and Reimbursement
Division	Allied Health
Department	Health Information Technology
Course Type	WECM Course
Course Catalog Description	Skill development in coding to prepare reimbursement forms in various health care settings for submission to payers.
Pre-Requisites	HITT 1341 and HITT 2435
Co-Requisites	None

Semester Credit Hours

Total Semester Credit Hours (SCH): Lecture Hours: Lab/Other Hours	3:2:3
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).

The following topics will be covered in this course:
1. Introduction to Health Insurance
2. Managed Health Care
3. Processing an Insurance Claim
4. Legal and Regulatory Issues
5. ICD-10 Coding
6. CPT Coding
7. HCPCS Level II Coding
8. CMS Reimbursement Methodologies
9. Coding for Medical Necessity
10. Essential CMS-1500 Claim Instructions
11. Commercial Insurance
12. Blue Cross Blue Shield
13. Medicare
14. Medicaid
15. TRICARE
16. Workers' Compensation
17. Revenue Cycle Management Procedures

Course Learning Outcomes:

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

Coding of health records using various classification systems; execute reimbursement forms; and apply revenue cycle management procedures.

Methods of Assessment:

Assignments, completion of forms, coding of health records, quizzes, and exams

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

Green, Michelle. Understanding Health Insurance: A Guide to Billing & Reimbursement. Current edition. Clifton Park: Delmar 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 technology appropriate 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.

Final evaluation will be based on grades achieved during the semester and the final exam.
Daily Grade Average 30%
Test Average 50%
Final Exam 20%

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

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