



HOW TO REACH US:

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CAREER OPPORTUNITIES:

- Hospital Facilities
- Ambulatory Facilities
- Patient Access
- Health Insurance Companies
- Medical Billing or Medical Coding Companies
- Education

STUDENT OPPORTUNITIES:

Upon successful completion of the Medical Billing and Coding certificate program, students are eligible to sit for the HFMA CRCR certification exam, AHIMA CCA, CCS, and CCS-P coding credential, AAPC CPC coding credential, AAPC CPB credential, and the AMB CMRS credential.

EMPLOYMENT FORECAST:

Nationally and regionally, the future outlook for careers is above the national average. Credentials earned through this program are national credentials, which means you can apply outside the state you reside for employment and have a valid credential.

IT'S A FACT:

Nearly 70% of Washington State students receive financial aid.

Revised 2.21.2024

MEDICAL BILLING AND CODING (MBC)

THE PROGRAM:

The Medical Billing and Coding Certificate program is a three-semester, fully online program with credentials built into the program. These medical billing and medical coding credentials will equip you with the knowledge and skills necessary to gain employment. Additionally, this allows you opportunity to gain employment to further your career in the Health Information Management Technology degree or pursue of four-year degree.

Medical billers and medical coders are vital to facilities as they understand insurance contracts, official coding guidelines, and payment models to ensure medical facilities receive the proper reimbursement for services provided to patients. Additionally, they act as patient advocates to ensure patients have been billed for services correctly and medical codes accurately describe procedures performed and types of visits that occur.

GRADUATES OF THE PROGRAM WILL BE ABLE TO:

- Demonstrate proficiency in determining diagnosis and procedure codes according official guidelines.
- Demonstrate proficiency in evaluating compliance and regulatory requirements in reimbursement methodologies.
- Demonstrate proficiency in evaluating the revenue cycle process.
- Demonstrate proficiency in identifying processes and technique for both enhancing the patient experience and improving financial performance for the medical facility.
- Demonstrate proficiency in the most cost-effective ways to reduce denials and simplify collections

ADMISSION TO THE PROGRAM:

Admission to the Medical Billing and Coding certificate program is limited and admission is made on a selective basis.

- ❖ **Admission to the Medical Billing and Coding Certificate Program** is limited and awarded on a selective basis.
- ❖ **General admission into the college does not grant admission into the program, but General admission into the college is required for program admission.**
- ❖ Applicants are urged to apply early. You must have the following to apply to the MBC certificate program:

ENTRANCE REQUIREMENTS:

1. Complete application for admission to Washington State College of Ohio.
2. Must be a high school graduate or possess a GED Certificate.
3. Submit an official high school transcript or GED Certificate, and official transcripts from any college(s) attended.
4. Complete an application for the **MBC** Certificate program.
5. Submit **three (3) non-family** references.
6. Successfully completed the one-week free online readiness course.
(Starts Monday @ 8:00am and ends Saturday @ 5:00pm every week. **-OR-** Successfully completed a WSCO online course with a grade of "C" or better
7. Completed H.S. Algebra II (or higher) or **MATH 0106**.
8. **Cumulative GPA of 2.5 or higher** when applying, and upon program entry.

This program must be completed in a sequence of consecutive semesters (see curriculum).
A grade of "C" or above is required in all courses.



Medical Billing and Coding (MBC)

Estimated Costs for 2024-2025

In-state Tuition: \$170.00 Out-of-state Tuition: \$ 171.00

Fall Semester 2024

Credit Hours:	15
Tuition:	\$ 2,550.00
Books:	\$ 620.00
Labs:	\$ 657.00*
Lab Fees:	\$ 0.00
Laptop:	\$ 750.00
Cost Estimate (in-state):	\$ 4,577.00

* Students will purchase lab items in bookstore along w/textbook.

Spring Semester 2025

Credit Hours:	12
Tuition:	\$2,040.00
Books:	\$1,123.00
Labs:	\$ 639.00*
Lab Fees: (ENGL 1510)	\$ 20.00
Cost Estimate (in-state):	\$ 3,822.00

* Students will purchase lab items in bookstore along w/textbook and AHIMA.org.

Summer Semester 2025

Credit Hours:	9
Tuition:	\$ 1,530.00
Books:	\$ 386.00
Labs:	\$ 340.00*
Lab Fees:	\$ 0.00
Cost Estimate (in-state):	\$ 2,256.00

* Students will purchase lab items through HFMA And AAPC.

Total Cost Estimate (In-state) \$ 10,655.00

*** Some classes may offer or allow utilization of e-books**

Revised 2.21.2024

Again, this information is only an **estimate of the approximate cost** for **three semesters** and is based on current costs and fees. The estimate does not include a mileage estimate as it is impossible to predict spring clinical rotation assignments at this time.

If pursuing the Health Information Management Technology program, a physical exam, lab work, and proof of immunizations are required in the HIMT 2900 course. Fees for these services vary greatly and it is difficult to estimate, however, the cost should be under **\$300.00**. A criminal background check is required before going out to professional practice in the HIMT 2900 course; it is available through Marietta Memorial Hospital at a cost of **\$40.00**.

All financial aid inquiries may be directed to the Director of Financial Aid.

Worksheet:

Fall Semester 2024 Textbook Cost		
BIOL 1300	\$0	(*Same Cengage Mindtap used in HIMT 1100)
BIOL 2450	\$125	(Textbook)
HLTH 1800	\$100	(Textbook)
HIMT 1100	\$190	(Textbook) \$190 Cengage MindTap covers first 12 months \$0 AHIMA Case Studies Second Edition (covered in HIMT 1200) <u>Lab:</u> \$0 AHIMA V-Lab Covered in HIMT 1200 12-month access \$0 EHRGO covered in HIMT 1200 12-month access
HIMT 1200	\$205	(Textbook) \$115 Health Information Management Technology: An Applied Approach \$90 AHIMA Health Information Management Case Studies (\$115+\$90=\$205) <u>Lab:</u> \$483 AHIMA VIAB (12-month access) \$125 EHRGO (12-month access) \$49 AHIMA Membership Fee (\$483+\$125+\$49= \$657)
Total	\$620	(Textbook Cost excluding labs)

Spring Semester 2025 Textbook Cost		
BUSM 1600	\$152	(Textbook)
ENGL 1510	\$-0-	(Textbook) \$20 Lab Fee
HIMT 1301	\$511	(Textbooks) \$0 Cengage Mindtap \$290 AAPC Coding Bundle \$85 AHIMA ICD-10-PCS An Applied Approach \$72 AHIMA Clinical Coding Workout \$64 CCA Exam Preparation \$0 AHIMA Health Information Management Case Studies purchased in HIMT 1200 (\$0+\$290+\$85+\$72+\$64+\$0 = \$511) <u>Lab:</u> \$0 AHIMA V-Lab Covered in HIMT 1200 12-month access \$0 EHRGO covered in HIMT 1200 12-month access
HIMT 1302	\$460	(Textbooks) \$290 Coding Bundle AAPC (Same as HIMT1301) \$80 AHIMA Basic Current Procedural Terminology & \$80 HCPCS Coding Exercises \$90 AHIMA Clinical Coding Workout (for HIMT 1301 and HIMT1302 and price is included in HIMT 1301 so not included in total) <u>Lab:</u> \$190 AAPC Individual Membership \$150 AAPC CPC Online Practice Exam, CPC Study Guide \$299 CPC or CCA Certification Exam (\$190+\$150+\$299=\$639)
Total	\$1123	(Textbook Cost excluding labs)

Summer Semester 2025 Textbook Cost		
HIMT 1400	\$-0-	(Textbook) Cengage Mindtap paid for in HIMT 1100 Understanding Healthcare Reimbursement
HIMT 1500	\$80	(Textbook) AHIMA Healthcare Code Sets, Clinical Terminologies, and Classification Systems
HIMT 1700	\$306	(Textbooks) \$76 AHIMA Revenue Cycle Management Best Practices \$0 AHIMA Clinical Coding Workout purchased in HIMT 1301 and HIMT 1302. \$150 AAPC Study Prep Guide CPB online Practice Exam, CPB Study Guide and one practice exam \$0 AHIMA Health Information Management Case Studies (Purchased in HIMT 1200) \$0 HFMA CRCR Certification Exam Comes with Student Membership <u>Lab</u> (Student purchases through bookstore or organization): \$0 AHIMA V-Lab purchased in HIMT 1200 \$0 EHR GO Purchased in HIMT 1200 \$50 HFMA Student Membership \$299 AAPC CPB Exam (\$0+\$0+\$50+\$299=\$340)
Total	\$386	(Textbook Cost excluding labs)

MEDICAL BILLING AND CODING CERTIFICATE*One-Year Technical Certificate*

TO BE ELIGIBLE FOR GRADUATION, A STUDENT
MUST COMPLETE ALL COURSES LISTED BELOW
WITH A PASSING GRADE OF "C" OR BETTER AND
MAINTAIN A CUMULATIVE GPA OF AT LEAST 2.0

STUDENT: _____

PHONE #: _____

DATE ENROLLED: _____

GENERAL EDUCATION COURSES (18 credit hours)**CREDITS****SEMESTER TAKEN****GRADE****English Composition (3 Credits)**

ENGL 1510 English Composition I

3

Computer Applications (3 Credits)

BUSM 1600 PC Applications

3

Natural Science (4 Credits)

BIOL 1300 The Human Body

4

Non-Technical (Basic) (8 Credits)

HLTH 1800 Medical Terminology

3

HLTH 1420/**OR** Introduction to Human Disease/**OR**

3

BIOL 2450 Pathophysiology

3

HIMT 1100 HIMT Legal Issues

2

18**MAJOR Courses (18 credit hours)**

HIMT 1200 Health Record Management I

3

HIMT 1301 Clinical Classification ICD 10-CM/PCS

3

HIMT 1302 Current Procedural Terminology

3

HIMT 1400 Healthcare Reimbursement

3

HIMT 1500 Advanced Clinical Classification System

3

HIMT 1700 Revenue Cycle and Coding

3

18**36****Total Program***Revised 8.16.2023*

MEDICAL BILLING AND CODING CERTIFICATE

One-Year Technical Certificate

SEMESTER I (Fall)

SEMESTER III (Summer)

BIOL	1300	The Human Body	(4) 4-0	HIMT	1400	Healthcare Reimbursement	(3) 3-0
HLTH	1420/OR	Introduction to Human Disease/OR	(3) 3-0	HIMT	1500	Advanced Clinical Classification System	(3) 3-0
BIOL	2450	Pathophysiology	(3) 3-0	HIMT	1700	Revenue Cycle and Coding	(3) 2-2
HIMT	1100	HIMT Legal Aspects	(2) 2-0				(9)
HIMT	1200	Health Record Management I	(3) 3-0				
HLTH	1800	Medical Terminology	(3) 3-0				
			(15)				

SEMESTER II (Spring)

BUSM	1600	PC Applications	(3) 2-2				
ENGL	1510	English Comp I	(3) 2-2				
HIMT	1301	Clinical Classification ICD 10-CM/PCS	(3) 2-2				
HIMT	1302	Current Procedural Terminology	(3) 3-0				
			(12)				

2024-2025

Program Total 36