

MED 150 : Medical Billing and Coding I

Credits 5

Quarter Offered Fall

This course gives students an introduction to managed care and insurance coverage. Students will learn medical billing practices including electronic submission and computerized billing techniques and includes ICD, HCPCS, and CPT coding. This class may include students from multiple sections.

Prerequisites

Medical Assisting or Medical Office Assisting Program Admittance

Course Outcomes

Competencies/Objectives/Outcomes/Methods of Assessment/Assignment:

Medical Business Practices

VII. Basic Practice Finances

VII.C.1. Define the following bookkeeping terms:

- a. charges
- b. payments
- c. accounts receivable
- d. accounts payable
- e. adjustments
- f. end of day reconciliation

VII.C.2. Identify precautions for accepting the following types of payments:

- a. cash
- b. check
- c. credit card
- d. debit card

VII.C.3. Identify types of adjustments made to patient accounts, including:

- a. non-sufficient funds (NSF) check
- b. collection agency transaction
- c. credit balance
- d. third party

VII.C.4. Identify patient financial obligations for services rendered

VII.P.1. Perform accounts receivable procedures to patient accounts including posting:

- a. charges
- b. payments
- c. adjustments

VII.P.2. Input accurate patient billing information in an electronic system

VII.P.3. Inform a patient of financial obligations for services rendered

VIII. Third Party Reimbursement

VIII.C.1. Identify:

- a. types of third party plans
- b. the steps for filing a third-party claim

VIII.C.2. Identify managed care requirements for patient referral

VIII.C.3. Identify processes for:

- a. verification of eligibility for services
- b. precertification/preauthorization
- c. tracking unpaid claims
- d. claim denials and appeals

VIII.C.4. Identify fraud and abuse as they relate to third-party reimbursement

VIII.C.5. Define the following:

- a. Bundling and unbundling of codes
- b. Advanced beneficiary notice (ABN)
- c. Allowed amount
- d. Deductible
- e. Co-insurance

f. Co-pay

VIII.C.6. Identify the purpose and components of the Explanation of Benefits (EOB) and Remittance Advice (RA) Statements