Course Title: Coding Certification Exam Review

Course Number: XHLT 2030

Course Description: Certification review for AAPC exam. Students will review coding, terminology and methodology skills needed for the certification exam. Topics covered will be based on the certification exam criteria set forth by the American Academy of Professional Coders.

Hours: 24

Course Prerequisite(s): Completion of a Medical Coding certificate.

Student Learning Outcomes:
1. Analyze information and assign proper codes in accordance with established procedures.
2. Differentiate between CPT, OCD-9 and HCSPCS Codes.
3. Demonstrate mastery of knowledge needed to perform coding duties and responsibilities.

Textbook(s): (Contact bookstore for current editions and costs)
   1. The Official CPC Certification Study Guide, Cengage Publishing
   2. Current CPT, ICD-9 and HCPCS books

Withdrawal Policy: See the current Career Skills Training catalog for the tuition refund policy.

Collin College Academic Policies: See the current Collin Student Handbook.

Americans with Disabilities Act: Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal opportunity. It is the student’s responsibility to contact the ACCESS office, SCC-G200 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current Collin Student Handbook for additional information.

Meeting Location: Courtyard Center

Attendance Policy: Students must be in attendance for at least 90% in order to pass competencies.

Lesson Plan:

Session 1:   Introductions, review of syllabus, course outline, discuss registering for the CPC exam, exam sites, what to expect
            Basic review of Anatomy, Terminology & Pathophysiology
Session 2: Integumentary, Musculoskeletal and Respiratory Systems
Session 3: Cardiovascular, Digestive and Genitourinary Systems
Session 4: Endocrine, Nervous, Eye & Ocular and Anesthesia
Session 5: Radiology, Path & Lab, E & M and Medicine
Session 6: Overview of CPT, ICD-9 & HCPCS
Session 7: Tips and Techniques, Mock Exam, course evaluations

Sessions listed are a guideline to indicate all topics that will be covered during your course. Do not plan your personal calendar based on these sessions. Your instructor will give you a calendar for your class that will indicate specific topics, labs, and days.

**Method of Evaluation:** Students must achieve a minimum of 70% final average and must be in attendance 90% of the class time in order to pass competencies.