

Name: \_\_\_\_\_

ID: \_\_\_\_\_

Date: \_\_\_\_\_

Counselor Contact: \_\_\_\_\_

**Major Requirements: 27-28 units**

**A grade of "C" or better is required in the following courses**

CERTIFICATE OF ACHIEVEMENT (F.4627.CA)	C-ID	Units	Completed	In Progress	Planned
AHLTH 12, Pharmacology		3			
HIT 1, Introduction to Health Information Management	HIT 100X	3			
HIT 4, Disease Process	HIT 105X	3			
HIT 5, ICD Coding: Diagnoses		3			
HIT 6, ICD Coding: Procedures		3			
HIT 10, Medical Terminology	HIT 103X	3			
HIT 11, CPT Coding		3			
HIT 15, Medical Coding Directed Practice		1			
HIT 16, Healthcare Reimbursement		2			
HLTH 5, Structures and Function <b>OR</b> BIOL 5, Human Biology <b>OR</b> BIOL 55 Intro to the Biology of Humans		3-4			

**PROGRAM DESCRIPTION:**

The medical coding certificate program prepares students for a position as a coder in a hospital, physician office, clinic, long-term care facility, and other healthcare settings. Coders review patient health information, analyze and extract data, and ensure appropriate codes are assigned for internal and external data reporting, billing, research, and regulatory compliance.

**Notes:**

1. Biology 20 or Biology 21A may be substituted for Biology 5 or Biology 55 or Health 5.
2. If MA 2 has already been completed, it will be accepted to meet the AHLTH 12 requirement.
3. Students are recommended to meet with a Health & STEM Pathway Counselor to develop a Student Education Plan (SEP). This major has several prerequisite courses that must be taken in a specific order. Certain courses are only offered once a year.
4. The *Certificate of Achievement* requires completion of the major (27-28 units) with a "C" or better grade in each course.

**Admission Policy:**

Students must have a high school diploma, or the equivalent (such as the California High School Proficiency Examination or GED), or, if not a high school graduate, students are at least 18 years of age.

Submit an admissions application to Fresno City College, [www.fresnocitycollege.edu](http://www.fresnocitycollege.edu).

Students must earn a letter grade of "C" or higher in all major courses.

**Estimated expenses for the Medical Coding Certificate Program:**

Description	Fee
FCC Admission & Registration Fees (see current FCC catalog for any changes)	\$1,150 (25 units x \$46/unit)

Description	Fee
California State Mandated Health Fee	\$20 per semester
Parking Permit fee	\$30 per semester
Books and school supplies	\$1,600

**THE FUNCTIONS OF THE MEDICAL CODER INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING:**

- Ensure the quality of medical records by verifying their completeness, accuracy, and proper entry into computer systems.
- Code symptoms, diseases, operations, procedures and other therapies according to recognized classification systems.
- Maintain and utilize a variety of health information computer applications including electronic health records, data abstracting, chart deficiency, coding, and registries.
- Query physicians when code assignments are not straightforward or documentation in the record is inadequate, ambiguous, or unclear for coding purposes.
- Keep abreast of coding guidelines and reimbursement reporting requirements.
- Participate in special projects related to coding education and training.
- Provide data to the health care facility staff in patient care evaluation, utilization review, planning, and research activities.
- Supervise health information service activities such as: data analysis, coding, and data quality and reporting.

Typically, individuals with a certificate in Medical Coding work in a hospital Health Information Management Department, but many work for physician groups, insurance companies, ambulatory care centers, and health information services vendors,

Successfully completing the program allows students to apply to take the AHIMA national qualifying examination for certification as a Certified Coding Associate (CCA). CCA Exam information: <https://www.ahima.org/certification-careers/certification-exams/cca/>

According to the AHIMA 2016 Salary Survey, the average salary for a CCA is \$47,780. Salary will vary depending on the type, size, and geographic location of the healthcare organization. AHIMA reports professional coders with certification as a Certified Coding Specialist (CCS) have an average salary of \$70,030.

Source: [http://www.ahima.org/downloads/2016\\_Salary\\_Snapshot\\_FINAL\\_2.pdf](http://www.ahima.org/downloads/2016_Salary_Snapshot_FINAL_2.pdf)

**Where can I get further information?**

For more information, students should attend or view online a Nursing & Allied Health Information Session and talk to Health & STEM Pathway Counselor. Call the Allied Health, Physical Education, & Athletics Division office, at (559) 244-2604, for more information.

- Dictionary of occupational titles (D.O.T. 079.367-014)
- Occupational Outlook Handbook (p. 212 in 1994-95 edition)
- American Health Information Management Association, 233 N. Michigan Ave., 21<sup>st</sup> Floor, Chicago, IL 60601-5800 • (312) 233-1100 • [American Health Information Management Website link](#)

Semesters Medical Coding certificate courses may be offered:

Courses offered only in the fall semester:	Courses offered only in the spring semester:	Courses offered in fall and spring semesters:
HIT 6	HIT 4	HIT 1
HIT 15	HIT 5	HIT 10
HIT 16	HIT 11	AHLTH 12

