Certified Coding Specialist   CP
Career & Technical Division

Program Description:
The Certified Coding Specialist (CCS) serves as a qualified technician in analyzing and classifying medical data. Using universally recognized coding systems (ICD-10-CM and CPT-4), the CCS assigns codes to diagnoses, injuries and procedures found in the records of patients. The codes are then reported to insurance companies or government agencies for payment/reimbursement of patients’ health expenses, medical statistics and research.

This program will enable the student to become familiar with the coding systems, medical terminology and medical background of anatomy and diseases which will give the student a basis on which to build. Students will also have the opportunity to complete a directed practice of 120 hours in a healthcare setting. This course will prepare students to sit for the CCS exam administered by the American Health Information Association. Please refer to their website at www.ahima.org for further qualifications for taking the national certification test for the CCS.

Career Outlook:
Job prospects should be very good. Employment of medical records technicians is expected to grow much faster than the average for all occupations through 2012, due to rapid growth in the number of medical tests, treatments, and procedures that will be increasingly scrutinized by third-party payers, regulators, courts, and consumers.

Salary Forecast:
For the most current salary information please refer to the Bureau of Labor Statistics “Occupational Outlook Handbook” found at www.bls.gov/ooh/.

Program Admission Requirements:
Students seeking admission into the Certified Coding Specialist program must arrange an appointment with the program faculty prior to submitting the application packet. This is to ensure that students receive current information regarding the program admission requirements and the criteria for selection. Application packets are available in the Allied Health main office, Room 455.

Career Description:
Certified Coding Specialists are professionals skilled in classifying medical data from patient records, generally in the hospital setting. These coding practitioners review patients’ records and assign numeric codes for each diagnosis and procedure. To perform this task, they must possess expertise in the ICD-10-CM coding system and the surgery section within the CPT coding system. In addition, the CCS is knowledgeable of medical terminology, disease processes, and pharmacology.

Hospitals or medical providers report coded data to insurance companies or the government, in the case of Medicare and Medicaid recipients, for reimbursement of their expenses. Researchers and public health officials also use coded medical data to monitor patterns and explore new interventions. Coding accuracy is thus highly important to healthcare organizations because of its impact on revenues and describing health outcomes. Accordingly, the CCS credential demonstrates tested data quality and integrity skills in a coding practitioner. The CCS certification exam assesses mastery or proficiency in coding rather than entry-level skills.

Individuals may also contact the American Health Information Association at (312) 787-2672 or www.ahima.org.

Contact Information:
Janet B Smith
Room 433
Phone:  304-710-3516 or 1-866-N-ROLLED (1-866-676-5533)
E-mail: smithjan@mctc.edu
## Certified Coding Specialist—Major Code CC20

**Name:**

**CAPS SCORES:**

**MATH:**  

**ENGLISH:**

**READ:**  

**DOE:**

**ID Number 942**

**COL 101 Faculty:**

**Educational Counselor:**

**Faculty Advisor:**

### COURSE REQUIREMENTS

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<tr>
<th>COURSE</th>
<th>REQUIREMENTS</th>
<th>SEM</th>
<th>HRS</th>
<th>GR</th>
<th>SUBSTITUTE/REPEAT CRS</th>
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<tr>
<td>AH 151</td>
<td>Medical Terminology$^1$ (EDGE)</td>
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<td>BIOL 258</td>
<td>Principles of Anatomy &amp; Physiology$^2$</td>
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<td>Written Communication$^3$</td>
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<td>ICD-10-CM Diagnostic Coding</td>
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<tr>
<td>AH 205</td>
<td>Principles of Disease$^4$</td>
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<td>HIT 207</td>
<td>ICD-10-PCS Procedural Coding</td>
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<tr>
<td>HIT 209</td>
<td>CPT-Procedural Coding</td>
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<td>Math Elective$^5$</td>
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<tr>
<td>HIT 215</td>
<td>Directed Practice II$^6$</td>
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<tr>
<td>HIT 220</td>
<td>Coding for CCS Exam$^7$</td>
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### DEVELOPMENTAL COURSES REQUIRED

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<th>SEM</th>
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**Hours Required for Graduation: 30**

**Earn A Degree Graduate Early (EDGE):**

This program provides students the opportunity to receive credit for their high school EDGE courses.

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$^1$ AH 151 has a prerequisite of REA 098, or placement in 100-level reading.

$^2$ BIOL 257 and BIOL 259 may be substituted for BIOL 258.

$^3$ ENL 111 has a prerequisite of ENL 95, or placement in 100-level English, and REA 098, or placement in 100-level reading.

$^4$ AH 205 has a prerequisite of BIOL 258.

$^5$ Choose from any 100-level mathematics course.

$^6$ HIT 215 has a prerequisite of HIT 205, HIT 207, and HIT 209.

$^7$ HIT 220 has a prerequisite of all HIT coursework prior to taking this capstone.