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MA 169 Course Outline as of Fall 2015

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CATALOG INFORMATION

Dept and Nbr: MA 169   Title: PROCEDURAL CODING
Full Title: Procedural Coding
Last Reviewed: 2/14/2022

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	1.50	Lecture Scheduled	1.00	17.5	Lecture Scheduled	17.50
Minimum	1.50	Lab Scheduled	1.50	8	Lab Scheduled	26.25
		Contact DHR	0		Contact DHR	0
		Contact Total	2.50		Contact Total	43.75
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 35.00   Total Student Learning Hours: 78.75

Title 5 Category: AA Degree Applicable
Grading: Grade Only
Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP
Also Listed As:
Formerly: MA 68.4

Catalog Description:
This course is an introduction to the Current Procedural Terminology (CPT) medical coding system. Students will learn about human anatomy, physiology, and disease processes, to correctly identify and code services and procedures that are provided in a variety of health care settings. Students will assign codes to services and procedures according to coding guidelines to allow for accurate statistics, claims processing, and reimbursement.

Prerequisites/Corequisites:
Course Completion OR Current Enrollment in MA 160

Recommended Preparation:
Eligibility for ENGL 1A or equivalent

Limits on Enrollment:

Schedule of Classes Information:
Description: This course is an introduction to the Current Procedural Terminology (CPT) medical coding system. Students will learn about human anatomy, physiology, and disease processes, to correctly identify and code services and procedures that are provided in a variety of health care settings. Students will assign codes to services and procedures according to coding

guidelines to allow for accurate statistics, claims processing, and reimbursement. (Grade Only)
Prerequisites/Corequisites: Course Completion OR Current Enrollment in MA 160
Recommended: Eligibility for ENGL 1A or equivalent
Limits on Enrollment:
Transfer Credit:
Repeatability: Two Repeats if Grade was D, F, NC, or NP

ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:

AS Degree:	**Area**	Effective:	Inactive:
CSU GE:	**Transfer Area**	Effective:	Inactive:
IGETC:	**Transfer Area**	Effective:	Inactive:
CSU Transfer:	Effective:	Inactive:	
UC Transfer:	Effective:	Inactive:	

CID:

Certificate/Major Applicable:
Both Certificate and Major Applicable

COURSE CONTENT

Outcomes and Objectives:
At completion of this course, the student will be able to:
1. Demonstrate accurate use of CPT coding through proper utilization of characteristics and conventions.
2. Cite and apply basic CPT coding guidelines and rules.
3. Code procedures related to all major body systems using CPT.
4. Code physician services that include evaluation and management, medicine, pathology, laboratory, radiology, surgery, and anesthesia.

Topics and Scope:

1. Introduction to Clinical Coding
    a. History of the CPT coding system
    b. CPT categories and sections
    c. Levels of Basic Current Procedural Terminology and Coding (HCPCS)
    d. General principles of health record documentation
    e. Overview of claim forms
2. Application of the CPT System
    a. Organization of the CPT coding system
    b. Conventions and characteristics
 1. Semicolon
 2. Bullets
 3. Triangles
 4. Plus symbol
 5. Circled bullet
    c. Numerical list

      d. Alphabetic index

      e. General CPT coding rules

      f. Analyzing and interpreting medical documentation

      g. Identification of operative procedures

3. Modifiers: identification and general uses

4. Surgical Procedure Coding

      a. Definition of surgical package

      b. Separate procedures

      c. Coding edits

      d. Integumentary system coding

         Including:

1. Debridement

2. Removal/excision of lesions

3. Repair of wounds: simple, intermediate, complex

4. Mohs surgery

5. Breast procedures

   e. Musculoskeletal system coding

       Including:

1. Reduction/manipulation of fractures/dislocations

2. Arthroscopy

   f. Respiratory system coding

Including:

1. Nasal endoscopy

2. Laryngoscopy

3. Bronchoscopy

4. Lung procedures

   g. Cardiovascular system coding

Including:

1. Vascular injection procedures

2. Pacemakers and pacing cardioverter-defibrillators

3. Coronary artery bypass graft (CABG)

4. Angiography

5. Arteriovenous fistulas and grafts

6. Central venous access procedures

   h. Digestive system coding

Including:

1. Esophagogastroduodenoscopy (EGD)

2. Endoscopic retrograde cholangiopancreatography (ERCP)

3. Lower gastrointestinal endoscopies, such as colonoscopy

4. Hemorrhoidectomy

5. Hernia repair

6. Other laparoscopic procedures

   i. Urinary system coding

Including:

1. Urodynamics

2. Genitourinary endoscopies, such as cystourethroscopy

   j. Male genital system coding, including prostatectomy

   k. Female genital system coding, including hysterectomy

   l. Endocrine system coding

   m. Nervous system coding

Including:

1. Laminectomy

2. Spinal injections
    n. Eye and ocular adnexa coding, such as cataract extraction
    o. Auditory system coding, including tympanostomy
5. Radiology procedure coding
    a. Explanation of chargemaster
    b. Professional and technical components
    c. Radiological supervision and interpretation
    d. Radiology-related modifiers
    e. Diagnostic radiology procedures
 Including:
1. X-rays
2. CT scans
3. MRIs
4. MRAs
    f. Use of contrast material
    g. Diagnostic ultrasound
    h. Radiation oncology
    i. Nuclear medicine
6. Pathology and Laboratory Services Coding
    a. Explanation of chargemaster
    b. Quantitative and qualitative studies
    c. Laboratory-related modifiers
    d. Laboratory tests
 Including:
1. Organ and disease-related panels
2. Urinalysis
3. Chemistry
4. Hematology
    e. Surgical pathology
7. Evaluation and Management Services Coding
    a. Coding assignment guidelines for evaluation and management services
    b. New versus established patients
    c. Key factors for evaluation and management services code assignment
1. History
2. Examination
3. Medical decision making
    d. Application of key factors against medical documentation for code determination
    e. Evaluation and management services coding within various settings
 Including:
1. Physician office
2. Hospital inpatient
3. Emergency department
4. Nursing facility
8. Medical Procedure Coding
    Including:
    a. Immunizations
    b. Dialysis
    c. Stent placement
    d. Percutaneous Transluminal Coronary Angioplasty (PTCA)
    e. Cardiac catheterization
    f. Therapeutic infusions and injections, such as for hydration and chemotherapy
    g. Home health services

    h. Medication therapy management
9. Anesthesia Coding
    a. Definition of anesthesia services
    b. Types of anesthesia
    c. Anesthesia-related modifiers
10. HCPCS Level II Coding
    a. History and purpose of Level II coding
    b. Level II coding sections and sample codes
11. Reimbursement in the Ambulatory Setting
    a. History of reimbursement in health care
    b. Retrospective versus prospective payment
    c. Physician reimbursement
    d. Claim rejection and denial
    e. Office of the Inspector General (OIG) and health care fraud
    f. Importance of claim accuracy

Assignment:

1. Homework problems: 25-40 coding problems assigned at each class meeting.
2. Reading: 10-20 pages of reading assigned at each class meeting.
3. Successful completion of 2-4 quizzes.
4. Successful completion of final exam.

Methods of Evaluation/Basis of Grade:

Writing: Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

None, This is a degree applicable course but assessment tools based on writing are not included because this course includes essay exams that fulfil the writing component of the course.	Writing 0 - 0%

Problem Solving: Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Coding assignments	Problem solving 10 - 20%

Skill Demonstrations: All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

None	Skill Demonstrations 0 - 0%

Exams: All forms of formal testing, other than skill performance exams.

Quizzes and final exam	Exams 80 - 90%

Other: Includes any assessment tools that do not logically fit into the above categories.

None	Other Category 0 - 0%

Representative Textbooks and Materials:
Basic Current Procedural Terminology and HCPCS Coding, Smith, Gail, 2015
CPT Coding Book, 2015