MA 169 Course Outline as of Fall 2022

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	2.50	Lecture Scheduled	2.50	17.5	Lecture Scheduled	43.75
Minimum	2.50	Lab Scheduled	0	17.5	Lab Scheduled	0
		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: 87.50 Total Student Learning Hours: 131.25

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:
In this course, students will learn to apply their knowledge of human anatomy, physiology, medical terminology, and disease processes in order to correctly identify and code services and procedures that are provided in a variety of health care settings, this is known as the Current Procedural Terminology (CPT) medical coding system. 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 of MA 160, MA 161, MA 162, MA 163 and MA 167; AND Concurrent Enrollment in MA 164, MA 165, MA 168, and MA 174

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 to apply their knowledge of human anatomy,

physiology, medical terminology, and disease processes in order 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 of MA 160, MA 161, MA 162, MA 163 and MA 167; AND Concurrent Enrollment in MA 164, MA 165, MA 168, and MA 174
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

Student Learning Outcomes:
Upon completion of the course, students will be able to:
1. Utilize and apply knowledge in anatomy, physiology, medical terminology, and disease processes, to enable the students to accurately code medical procedures in the Current Procedural Terminology (CPT) coding book.

Objectives:
In order to achieve these learning outcomes, during the course students 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:

I. 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

II. 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. Alphabetic index
- D. General CPT coding rules
- E. Analyzing and interpreting medical documentation
- F. Identification of operative procedures

III. Modifiers: Identification and General Uses in Code Selections

IV. Surgical Procedure Coding
- A. Definition of surgical package
- B. Separate procedures
- C. Integumentary system coding
  1. Debridement
  2. Removal/excision of lesions
  3. Repair of wounds: simple, intermediate, complex
  4. Mohs surgery
  5. Breast procedures
- D. Musculoskeletal system coding:
  1. Reduction/manipulation of fractures/dislocations
  2. Arthroscopy
- E. Respiratory system coding:
  1. Nasal endoscopy
  2. Laryngoscopy
  3. Bronchoscopy
  4. Lung procedures
- F. Cardiovascular system coding:
  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
- G. Digestive system coding:
  1. Esophagogastroduodenoscopy (EGD)
  2. Endoscopic retrograde cholangiopancreatography (ERCP)
  3. Lower gastrointestinal endoscopies, such as colonoscopy
  4. Hemorrhoidectomy
  5. Hernia repair
  6. Other laparoscopic procedures
- H. Urinary system coding:
  1. Urodynamics
  2. Genitourinary endoscopies, such as cystourethroscopy
- I. Male genital system coding, including prostatectomy
- J. Female genital system coding, including hysterectomy
- K. Endocrine system coding
- L. Nervous system coding:

1. Laminectomy
2. Spinal injections

M. Eye and ocular adnexa coding, such as cataract extraction
N. Auditory system coding, including tympanostomy

V. 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:
1. X-rays
2. CT scans
3. MRI
4. MRA

F. Diagnostic ultrasound
G. Radiation oncology
H. Nuclear medicine

VI. Pathology and Laboratory Services Coding
A. Explanation of chargemaster
B. Quantitative and qualitative studies
C. Laboratory-related modifiers
D. Laboratory tests:
1. Organ and disease-related panels
2. Urinalysis
3. Chemistry
4. Hematology

E. Surgical pathology

VII. 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. Evaluation and management services coding within various settings:
1. Physician office
2. Hospital inpatient
3. Emergency department
4. Nursing facility

VIII. Medical Procedure Coding:
A. Immunizations
B. Dialysis
C. Stent placement
D. Percutaneous Transluminal Coronary Angioplasty (PTCA)
E. Cardiac catheterization
F. Therapeutic infusions and injections
G. Home health services
H. Medication therapy management

IX. Anesthesia Coding
A. Definition of anesthesia services
B. Types of anesthesia
C. Anesthesia-related modifiers

Assignment:

1. Coding assignments: 25-40 coding problems assigned at each class meeting
2. Reading: 10-20 pages of reading assigned at each class meeting
3. Completion of weekly homework assignments online
4. Completion of weekly coding worksheets
5, Vocabulary assignments
6. Quizzes (3-4)
7. 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.

Vocabulary	Writing 5 - 5%

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

Coding assignments and coding worksheets	Problem solving 15 - 30%

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

Coding assignments and coding worksheets	Skill Demonstrations 15 - 30%

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

Quizzes and final exam	Exams 40 - 55%

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

None	Other Category 0 - 0%

Representative Textbooks and Materials:
321 Code It. Cengage. Current edition
CPT Professional Coding. Publisher- AMA. Current edition