

# Lakeland

COMMUNITY COLLEGE

PROGRAM GUIDE

Applied Studies Division

## Coding

- Coding Certificate



Opportunity  
starts **HERE**  
lakelandcc.edu

# Coding Certificate



Medical billing and coding specialists play a critical role in a health care provider's business operations, because patients' coded data are submitted to private or government insurance companies for reimbursement. These specialists review patient records and assign codes for each diagnosis and procedure and must have in-depth knowledge of the CPT and ICD-10 coding systems.

Certified medical coding and billing specialists are in high demand. This is an ideal job for someone who wants to work behind the scenes in health care with little patient contact. Most of these professionals work regular office hours during the day with evenings and weekends off. Part-time and full-time job opportunities are available and many medical coders eventually work from home.

Medical coding and billing specialists:

- Review patients' records for timeliness, completeness, accuracy and appropriateness of data
- Organize and maintain data for clinical databases and registries
- Track patient outcomes for quality assessment
- Use classification software to assign clinical codes for insurance reimbursement and data analysis
- Electronically record data for collection, storage, analysis, retrieval and reporting
- Maintain confidentiality of patients' records

## Career Opportunities

Employment of medical billing and coding specialists is expected to grow by 13 percent through 2026, faster than the average for all occupations. There are over 200,000 employed in the U.S. (BLS.gov). Employment growth in this career is due to growth in managed care and the movement of health delivery services beyond the hospital setting.

Job Titles	Job Locations
Medical Coding Technician	Hospitals
Medical Biller	Physicians' offices
Physician Coding Educator	Group practices
Coding Quality Analyst	Multispecialty clinics
Reimbursement Specialist	Private medical billing companies
	Remote (home-based)



## The Lakeland Advantage

- Classroom experience includes a new, state-of-the-art classroom and computer lab
- Hands-on experience using real-world billing and coding software
- Program can be completed part-time. Great for health care professionals who want to learn a new skill, change careers or move to a nonpatient-care setting.

## Lakeland's Program

- Full- or part-time four-semester certificate program
- Earn a coding certificate that is completely transferable to Lakeland's Health Information Management Technology and other health technologies degree programs
- Several professional certification options are available depending on the student's future goals

## For more information

1.800.589.8520 • lakelandcc.edu  
Christine Jerson, RHIA  
440.525.7490 • cjerson@lakelandcc.edu

## Medical Coding Certificate/Area of Specialization (3261)

This certificate/area of specialization prepares students for classifying medical data from patient records in hospital and physician-based settings. Students in the medical coding certificate/area of specialization gain knowledge in medical terminology, disease processes, pharmacology, reimbursement methodologies, ICD-10-CM, ICD-10-PCS, and CPT coding systems.

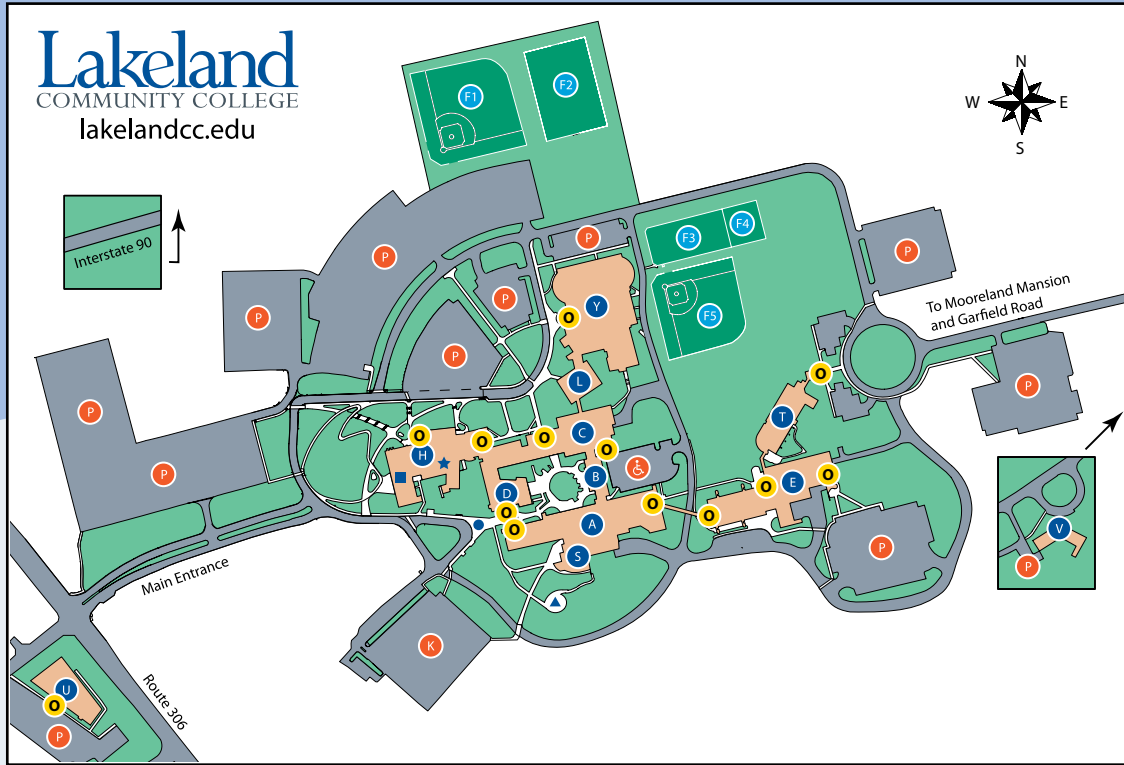
Hospitals, physicians' offices and insurance companies employ individuals with knowledge and skill in the language and science of medicine and its coding system. These coding practitioners review patients' records and assign numeric codes for each diagnosis and procedure. Coded information is used to determine and secure appropriate reimbursement for healthcare services rendered.

After completion of the certificate, students may choose to continue their education and earn the A.A.S. in Health Information Management Technology. Medical coding certificate courses are applicable toward the A.A.S. degree.

Course	Title	Credit Hours
<b>First Semester</b>		
ENGL 2201 or ENGL 1110 or ENGL 1111	Introduction to Technical Writing <sup>1</sup> or English Composition I (A) or English Composition I (B)	2-3
HLTH 1215	Medical Terminology for Health Professions	3
<b>Credit Hours</b>		<b>5-6</b>
<b>Second Semester</b>		
HLTH 1150	Introduction to Electronic Health Records	1
HLTH 1238 or BIOL 2210	Structure, Function, Disease, and Therapeutics of the Human Body <sup>2</sup> or Anatomy and Physiology I	4
<b>Credit Hours</b>		<b>5</b>
<b>Third Semester</b>		
HIMT 1225	Outpatient Procedure Coding	2
HIMT 2070	Inpatient and Outpatient Diagnostic Coding	3
HIMT 2080	Inpatient Procedure Coding	2
<b>Credit Hours</b>		<b>7</b>
<b>Fourth Semester</b>		
HIMT 2535	Reimbursement Methodologies	3
HIMT 2540	Advanced Coding	3
HIMT 2547	Medical Coding Capstone	1
<b>Credit Hours</b>		<b>7</b>
<b>Total Credit Hours</b>		<b>24-25</b>

<sup>1</sup> Students planning on completing an associate degree should choose ENGL 1110 English Composition I (A) or ENGL 1111 English Composition I (B). This course selection is based on placement test results (ENGL 1111 English Composition I (B) is 4 credits, only 3 credits apply to the certificate).

<sup>2</sup> Students planning on completing a health-related associate degree program should choose BIOL 2210 Anatomy and Physiology I.



**CAMPUS MAP**

- |  |                                     |  |
|--|-------------------------------------|--|
| <b>A</b> A-Building/<br>Student Service Center | <b>F4</b> Multi-Purpose Court       | <b>V</b> Mooreland Mansion   |
| <b>B</b> B-Building                            | <b>F5</b> Softball Field            | <b>Y</b> Athletic & Fitness Center                                       |
| <b>C</b> C-Building                            | <b>H</b> H-Building                 | <b>●</b> Clocktower  |
| <b>D</b> D-Building                            | <b>K</b> Faculty Staff Lot          | <b>★</b> Dental Hygiene Clinic   |
| <b>E</b> E-Building                            | <b>L</b> Teaching Learning Center   | <b>♿</b> Handicap Parking  |
| <b>F1</b> Baseball Field                       | <b>P</b> Parking                    | <b>■</b> HIVE  |
| <b>F2</b> Soccer Field                         | <b>S</b> S-Building/Breakers Dining | <b>▲</b> Mind Ladders  |
| <b>F3</b> Tennis Courts                        | <b>T</b> T-Building                 | <b>○</b> Open Entrances and Temperature<br>Check Station during COVID-19 |
|  | <b>U</b> Holden University Center   |  |

**Quality Education**

Professors at Lakeland are experts in their fields with real-world experience. Lakeland prepares you for a high-demand career or for transfer to a four-year college or university. Access to bachelor's and graduate degrees is available on campus from partner institutions through Lakeland's Holden University Center ([lakelandcc.edu/uc](http://lakelandcc.edu/uc)).

**Affordable Tuition**

Lakeland's tuition is about one-third the cost of most four-year schools. About 40% of Lakeland students receive some form of financial assistance ([lakelandcc.edu/tuition](http://lakelandcc.edu/tuition)).

**Convenience**

Lakeland offers convenient day, evening, weekend and online courses ([lakelandcc.edu/schedule](http://lakelandcc.edu/schedule)).

**Focus on Students**

Lakeland offers a variety of student services to help you succeed, such as counseling, tutoring, computer labs, career services, free parking and affordable child care.

**Opportunity starts HERE**

**Visit** us on campus or online. Call 440.525.7900, email [recruitmentcenter@lakelandcc.edu](mailto:recruitmentcenter@lakelandcc.edu) or visit [lakelandcc.edu/visit](http://lakelandcc.edu/visit) for a campus tour.

**Apply** online: [lakelandcc.edu/apply](http://lakelandcc.edu/apply)

**Accreditation**

Lakeland Community College is accredited through the Higher Learning Commission (HLC), 230 South LaSalle Street, Suite 7-500, Chicago, IL 60604-1413, phone: 800.621.7440, [hlcommission.org](http://hlcommission.org).