

# Coding Specialist Certificate

## Coding Specialist Certificate Admission Criteria

What are the requirements for the Health Information Technology program?

**A. Pre-Program Entry Requirements:**

MAT 92	Intermediate Algebra (or exempt)
PRE 100	Preparation for Academic Achievement
AH 130	Medical Terminology
AH 135	Allied Health Pharmacology
BIO 202*	Anatomy & Physiology I
ENG 101	English Writing

**B. General Education Program Requirements:**

BIO 203	Anatomy and Physiology II
AH 230	Study of Disease Process

**\*Biology placement test is a prerequisite for BIO 202.**

- C. Students must have a GPA of 2.5 or greater to apply to the Coding Specialist Certificate and maintain a minimum GPA of 2.0 throughout the program.
- D. Must complete prerequisites courses with a grade of C or better and sciences must be completed within 5 years of applying to the program.
- E. Applications are accepted for Fall entry only
- F. Program applications are available online ([www.bccc.edu](http://www.bccc.edu)). The deadline for applications submitted via canvas is the last Friday in May (unless otherwise noted).

**Selection Process:**

The Coding Specialist Certificate track of the Health Information Technology Program uses a Selective Admission process, based upon the applicant's cumulative college GPA at the time of admission, using a point system to rank and accept students into its Program (4.00 = 4 points, 3.5 to 3.99 = 3points, 3.0 to 3.49 = 2points, 2.5 to 2.99 = 1 point). The applications will be ranked from highest to lowest points. The applicants with the highest score will be offered admission, followed by the next highest score until all seats are filled.

**Please contact Brittany Henderson of the Admissions office at 410-462-8300 or [brhenderson@bccc.edu](mailto:brhenderson@bccc.edu) for additional information.**

Effective 02/25/2016 for students applying for entry into the Coding Specialist Certificate track for Fall 2016 and after.

# CODING SPECIALIST CERTIFICATE

## *Coding Specialist – M205*

(Program Admission is based on the Selective Admission Process)

**CATALOG DESCRIPTION OF PROGRAM:**

The Coding Specialist Certificate prepares a graduate for employment in a hospital, or a related healthcare setting, analyzing charts in order to assign codes using the ICD-10-CM, CPT-4, and DSM-IV classification systems. Graduates are also able to use computer software encoders to obtain codes; the Medicare DRG, APR groupers for inpatients; and the APC grouper for assigning APCs for reimbursement. Students gain practice in coding a variety of medical specialties and problems, of acute care, ambulatory, and long-term care patients. This practice requires additional time in the lab during OPEN LAB time.

COURSE	CURRENT SEQUENCE	CREDITS	PREREQUISITES	SEMESTER	GRADE
<b>Prerequisites</b>					
PRE 100	Preparation for Academic Achievement	1	None		
	Biology Placement Exam (Test out of BIO 101)	0			
ENG 101	English Writing	3	ENG 82 or RENG 92		
AH 130	Medical Terminology	3	ENG 82 or RENG 92		
BIO 202	Anatomy and Physiology I	4	BIO 101 or BIO 102		
<b>Semester Credits</b>		<b>11</b>			
<i>Complete Application to Coding Specialist Certificate Program – see the “Coding Specialist Certificate Admission Criteria and Process” @ <a href="http://www.bccc.edu/Page/1672">http://www.bccc.edu/Page/1672</a></i>					
<b>1<sup>st</sup> Semester</b>					
AH 230	Study of Disease Process	3	AH 130, BIO 202		
HIT 120	Health Information Systems	4	ENG 101		
BIO 203	Anatomy and Physiology II	4	BIO 202		
AH 135	Allied Health Pharmacology	2	AH 130		
<b>Semester Credits</b>		<b>13</b>			
<b>2<sup>nd</sup> Semester</b>					
HIT 124	ICD-10-CM Coding Principles	4	AH 130, BIO 202		
HIT 132	CPT-4 Coding Principles and RVUs/APGs	2	AH 130, BIO 201, HIT 120		
HIT 232	Computer Applications in Healthcare	2	HIT 120		
<b>Semester Credits</b>		<b>8</b>			
<b>3<sup>rd</sup> Semester</b>					
HIT 226	Coding Practicum II	3	HIT 124		
HIT 241	Advanced ICD-10-CM Coding/DRGs and DSM-IV	2	HIT 124, BIO 202		
<b>Semester Credits</b>		<b>5</b>			
<b>PROGRAM TOTAL</b>		<b>37</b>			

Advisor Signature: \_\_\_\_\_

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

Student Signature: \_\_\_\_\_

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

## Pre-Requisites for Students in Developmental Courses

COURSE	CURRENT SEQUENCE	CREDITS	PREREQUISITES	SEMESTER	GRADE
<b>RENG 90</b>	Intensive Program Writing	4 hrs.	Placement Test		
<b>RENG 91</b>	Composition Skills I	4 hrs.	Placement Test or RENG 90		
<b>RENG 92</b>	Composition Skills II	4 hrs.	Placement Test or RENG 91		
<b>MAT 80</b>	Arithmetic	3 hrs.	Placement Test		
<b>MAT 86/</b>	Integrated Pre-Algebra and Introductory Algebra	5 hrs.	Placement Test or MAT 80		
<b>MAT 87M</b>	Integrated Elementary and Intermediate Algebra		Students who complete MAT 80 with an A or B within a one year period; Students who recently (within one year) failed and need to repeat MAT 91; students whose ACUPLACER placement score on Elementary Algebra falls within the range 52-62.		
<b>MAT 91</b>	Elementary Algebra	4 hrs.	Placement Test or MAT 80		
<b>MAT 92</b>	Intermediate Algebra	4 hrs.	Placement Test or MAT 91		