

INFORMATION TECHNOLOGY - MEDICAL CODING, CERTIFICATE (234)

About Our Program

The Medical Coding Program is a certificate program designed to prepare individuals to understand coding principles, guidelines, medical terminology, and regulatory changes for coding. The program is designed to offer a variety of learning experiences including classroom lecture and workplace experience when possible.

Nature of Work and Employment

Medical coders are professionals skilled in classifying medical data from patient records. These coders review patients' records and assign numeric codes for each diagnosis and procedure. Coding accuracy is highly important to health care organizations because of its impact on revenues and describing health outcomes. Numerous career opportunities exist in hospitals, physician offices, clinics, home health agencies, and other health care settings. Successful graduates are eligible to take the national medical coding exams for certification.

Requirements

Code	Title	Hours
INFT 105	Basic Keyboarding	1
INFT 180	Intro to Information Systems ¹	3
ITHC 101	Basic Medical Terminology I	1
ITHC 102	Basic Medical Terminology II ¹	1
ITHC 103	Basic Medical Terminology III ¹	1
ITHC 201	Medical Coding ¹	4
ITHC 205	Adv Medical Coding-Hospital ¹	2
ITHC 220	Anatomy for Info Tech ¹	3

Select one of the following:	3
BUSN 125 Math of Business ¹	
BUSN 221 Business Statistics ¹	
MATH 111 Technical Math ¹	
higher level math course ¹	
Select one of the following:	3
BUSN 141 Business Communications ¹	
COMM 101 Technical Communications ¹	
ENGL 121 Rhetoric and Composition I ¹	
Select one of the following:	2
OCED 290 Workplace Experience ¹	
Elective from any INFT	
Total Hours	24

¹ Course has a prerequisite. See course description.

Program Outcomes

Students who complete this program of study will be able to:

- Apply computing knowledge appropriate to the medical office environment.
- Solve problems in the medical office environment.
- Demonstrate professional behavior and ethical conduct.
- Demonstrate appropriate social and communication skills.
- Utilize data to help in the decision-making process.

Program Contacts

Call Highland at 815-235-6121 for the following program contacts:

- Dr. Matt Magee, Dean of Agriculture, Business & Technology
- Carol Engelkens, Information Systems Faculty
- Beth Groshans, Student Advisor