MEDICAL BILLING AND CODING SPECIALIST CERTIFICATE 31302

Course	Requirement Field	Credits	Notes
Fall - 1st Semester			
BIO 160 Intro to Anatomy/Physiology **OR** BIO 201 and BIO 202	Core Curriculum	4 to 8	Prerequisite for BIO160 - ENG 091 with a grade of "C" or higher or reading placement test score as established by District Policy. Prerequisite for BIO 201/BIO 202 - Grade of "C" or higher in one of the following courses: BIO 100, BIO 160, BIO 181, CHM 130, CHM 138, or CHM 151. Offered Fall or Spring - check schedule for availability.
HCE 102 Introduction to Health Information Management	Core Curriculum	3	Offered online in the Fall only
HCE 103 Computers in Healthcare	Core Curriculum	2	Offered Fall Semester only
HCE 181 Medical Claims Processing	Core Curriculum	3	HCE103 or concurrent enrollment in HCE103 is required Offered Fall only
HCE 112 Medical Terminology	Core Curriculum	2	Offered in Fall or Spring
HCE 171 Introduction to Pharmacology **OR** NUR 219 Pharmacology for Nursing	Core Curriculum	3	See course schedule for availability
Total Hours		**17-21**	

Course	Requirement Field	Credits	Notes
Spring- 2nd Semester			
HCE 210 Introduction to International Classification of Diseases (ICD-10)	Core Curriculum	3	BIO 160 or BIO 202 and HCE 112 and HCE 190 or HCE 240 or concurrent enrollment in BIO 160 or BIO 202 and HCE 112 and HCE 190 or HCE 240, HCE 210 offered in Spring only
HCE 212 Current Procedural Terminology (CPT) I	Core Curriculum	3	HCE 210 or concurrent enrollment Offered in Spring only
HCE 214 Current Procedural Terminology (CPT) II	Core Curriculum	3	HCE 212 or concurrent enrollment in HCE212 Offered in Spring only
HCE 190 Human Body in Health and Disease **OR** HCE 240 Human Pathophysiology	Core Curriculum	4	Offered in Fall or Spring
Total Hours		**13**	

Course	Requirement Field	Credits	Notes
Summer - 3rd Semester			
HCE 216 Professional Practice in Coding and Billing	Core Curriculum	3	Offered in Summer only
Total Hours		**3**	

Total Hours	33-37
Total Core Curriculum	33-37

Notes:
Additional requirements to obtain this certificate:
• All courses must be completed with a grade of "C" or better.
• The student must complete an academic requirement. Check the catalog for information on meeting the requirement.
• The student must file a petition for certificate through Gila Hank Online.
• The student must remove any indebtedness to the College.
The foregoing is a recommended, or suggested, sequence of courses, and this program is only offered beginning each Fall semester.