

# Healthcare Billing Management

## Certificate Program

This program is designed to provide students with the skills and expertise to obtain entry-level positions as a medical biller in outpatient settings with a focus on public health department services and billing procedures. The student will also learn regulations governing how to start and maintain a medical billing department at a small independent practice or a public health department. The Health Information Technology associate program that this certificate is housed under is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). This certificate represents a specialized area within the Health Information Technology field. This is an occupational program typically not designed to transfer; however, the associate program has been articulated to some senior institutions. Please contact a counselor for specific details. All courses must be completed with a grade of "C" or better.

***Program is completely online and eligible for Web Registration.***

***First time degree seeking students must complete INST101, Success in College, as a requirement for graduation.***

REQUIRED COURSES	HOURS	F,S,I,SU	GRADE
<b>First Semester</b>			
PHMB 100 ICD-10-CM Diagnosis Coding (can substitute HITT 106 for this course)	4		
HITT 205 Legal Aspects of Health Information Management and Ethics	2		
PHMB 280 Medical Billing and Reimbursement Methods	4		
Total	10		
<b>Second Semester</b>			
PHMB 200 Billing Public Health Services and Procedures	3		
PHMB 110 Coding Outpatient Procedures (can substitute HITT 110 for this course)	4		
HITT 255 Alternative Healthcare Settings Insurance Procedures	3		
Total	10		
Total	20		