

SPRINGFIELD TECHNICAL COMMUNITY COLLEGE
ACADEMIC AFFAIRS

Course Number: HIT-206 Class Hours: 1 Lab Hours: _____ Lecture Hours: _____ Health Information Dept.: Technologies

Course Title: Certification Exam Preparation for Health Information Technologies Semester: Fall Year: 2015

Course Description, Prerequisite, Corequisite:

This course will prepare the Health Information Technology student to take the Certified Coding Assistant (CCA) examination administered by the AHIMA. This examination is required by many employers for entry-level coding positions. The student will be introduced to the on line test-taking experience, the construction of the test, the Domains of the test, and the test time constraints.

PREREQUISITE: HIT 130, HIT 155, HIT 265, HIT 125

Course Objectives	Competencies
Prepare for the Certified Coding Associate (CCA) Exam.	<ol style="list-style-type: none"> 1. Properly complete and submit application packets. 2. Select the acceptable coding books for the exam. 3. Be mentally prepared to take this timed, on line national exam. 4. Complete practice Domain exams and mock CCA exams.
Understand the rules and regulations for health data.	<ol style="list-style-type: none"> 1. Interpret data records and content. 2. Understand the health information requirements and standards. 3. Understand healthcare information and communications technologies. 4. Understand healthcare privacy, confidentiality, legal and ethical issues.

Biomedical Sciences

- 1. Demonstrate basic anatomy and physiology concepts.
- 2. Understand medical terminology.
- 3. Understand pathophysiology.

Clinical Classification Systems
 Classification Systems, Registries and Indexing

- 1. Understand the various classifications systems used in healthcare.
- 2. Understand the function and purpose of registries and indices used in the healthcare industry.
- 3. Understand the process of development and purpose of the ICD-10 and CPT-4 coding guides as well as using the Official Guidelines for Coding and Reporting.
- 4. Navigate the structure of the books to find correct codes.
- 5. Understand how to properly utilize tables contained with the alphabetical index and appendixes.

Reimbursement Procedures

- 1. Determine proper rules and regulations for reimbursement.
- 2. Be able to complete and interpret CMS-1500 billing form to produce a clean claim.
- 3. Understand how reimbursement and coding intertwine.
- 4. Be able to audit coding and billing scenarios and make appropriate corrections.
- 5. Understand various reimbursement methodologies based on the healthcare facility.

