

HEALTH INFORMATION MANAGEMENT BILLING SPECIALIST O.E.

Sitka, e-Learning

Prepares students for careers in medical billing and reimbursement. Students learn coding, compliance, and revenue cycle processes while gaining skills to ensure accurate and ethical billing practices. This online program also prepares graduates to sit for the Certified Professional Biller (CPB) exam.

| Requirement | Hours |
|--------------------------------|-------|
| Minimum Credit Hours | 28 |
| General Education Requirements | 6 |
| Major Requirements | 22 |

| Code | Title | Credits |
|---------------------------------------|---|-----------|
| General Education Requirements | | |
| <i>Written Communication Skills</i> | | |
| WRTG S111 | *Writing Across Contexts | 3 |
| or WRTG S211 | *Writing and the Humanities | |
| <i>Oral Communication Skills</i> | | |
| COMM S111 | *Fundamentals of Oral Communication | 3 |
| Major Requirements | | |
| HS S114 | Fundamentals of Anatomy and Physiology | 4 |
| HIM S135 | Medical Terminology | 3 |
| HIM S155 | Coding I: CPT and HCPCS | 3 |
| HIM S236 | Healthcare Reimbursement | 3 |
| HIM S240 | Legal Aspects of Health Information | 3 |
| HIM S255 | Coding II: ICD-10-CM and ICD-10-PCS | 3 |
| HIM S261 | Revenue and Financial Management for Healthcare | 3 |
| Total Credits | | 28 |

Upon completion, students will be able to:

1. Apply coding and billing guidelines to ensure accurate claims submission and reimbursement.
2. Interpret medical documentation to verify diagnoses, procedures, and payer requirements.
3. Manage the revenue cycle process, including patient registration, claim processing, payment posting, and collections.
4. Ensure compliance with healthcare regulations related to privacy, security, and billing practices.
5. Communicate effectively with patients, providers, and payers to resolve billing inquiries and support quality financial operations.