

**Eastern WV Community & Technical College
Master Course Record**

Course Prefix and Number: BOS 143
Course Title: Medical Billing and Coding
Recommended Transcript Title: Medical Billing and Coding
Date Approved/Revised
Credit Hours: 3 Contact hours per week (Based on 15 week term): Lecture: 3 Lab:
Prerequisite: BOS 103 or demonstrated proficiency in Keyboarding Corequisite: Pre/Corequisite:
Grading Mode: Letter grade
Catalog Description: This course presents the basics of procedure coding with the CPT and HCPCS coding systems. Emphasis is on providing students with the basic coding concepts, practical applications, Medicare rules, billing tips, and coding issues by specialty.
Course Outcomes: <ul style="list-style-type: none"> • Maintain patient records and files • Calculate patient charges • Review files and records • Prepare itemized statements • Submit claims • Code health care services • Complete insurance forms • Trace delinquent claims • Demonstrate computer skills
Implementation Cycle: Fall
Role in College Curriculum: <ul style="list-style-type: none"> <input type="checkbox"/> General Education <input type="checkbox"/> Technical Core: <input checked="" type="checkbox"/> Restricted Elective Administrative Support Technology/ Medical Option <input checked="" type="checkbox"/> General Elective
Course Fee: None
Instructor's Qualifications: Bachelor's degree in business with two years of related work experience, or master's degree with 18 graduate level credits in business.

Expanded Course Description: Students learn how to solve insurance billing problems and how to manually file claims.

Prepared by: Seyed Mirkhani

November 6, 2008

Signature, Title

Seyed Mirkhani
Academic Director

Date

Approved by:

Robert H. Eagle

12/19/08

Dean, Academic Services

Date