



Program Planning Guide

Medical Coding and Billing, Diploma (D45360)

The Health Information Technology curriculum is designed to provide individuals with the technical knowledge and skills to process, analyze, maintain, and report health information data in compliance with legal, accreditation, licensure, and certification standards.

Coursework includes diagnosis and procedure coding/classification systems, privacy and security strategies, revenue cycle management, and regulatory compliance..

Employment opportunities include hospitals, rehabilitation facilities, nursing homes, health insurance organizations, outpatient clinics, physicians' offices, hospice, and mental health facilities.

Upon completion, students may qualify to pursue the valuable and highly regarded industry credential of Certified Coding Specialist (CCS) issued by the American Health Information Management Association (AHIMA) and/or the Certified Professional Coder (CPC) credential issued by the American Academy of Professional Coders (AAPC).

Program Length: 3 semesters

Program Sites: Harnett Health Sciences (Online/Evening) required day hours during Professional Practice Courses

Career Pathway Options: Associate in Applied Science in Health Information Technology, Diploma, Certificate(s)

Suggested Course Schedule		Class	Lab	Clinical	Credits	Notes:
1st Semester (Fall)						
ACA 122	College Transfer Success	0	2	0	1	
BIO 163	Basic Anatomy & Physiology	4	2	0	5	16 Week (Section LCA)
CIS 110	Introduction to Computers	2	2	0	3	
ENG 111	Writing & Inquiry	3	0	0	3	
HIT 110	Intro to Healthcare & HIM	3	0	0	3	1 st 8 Week
MED 121	Medical Terminology I	3	0	0	3	1 st 8 Week or 2 nd 8 Week
MED 122	Medical Terminology II	3	0	0	3	1 st 8 Week or 2 nd 8 Week
Total Semester Hours		18	6	0	21	
2nd Semester (Spring)						
HIT 114	Health Data Systems/Standards	2	3	0	3	2 nd 8 Week
HIT 211	Diagnosis Coding & Reporting	2	3	0	3	16 Week



HIT 213	Inpatient Procedure Coding	1	3	0	2	16 Week
HIT 215	Revenue Cycle Management	1	3	0	2	1 st 8 Week
HIT 226	Pathophysiology & Pharmacology	2	3	0	3	1 st 8 Week
HIT 124	Professional Practice Exp II +	0	0	3	1	2 nd 8 Week
	Total Semester Hours	8	15	3	14	
3rd Semester (Summer)						
HIT 112	Health Law and Ethics	3	0	0	3	8 Week (Summer)
HIT 214	Outpatient Procedure Coding	1	3	0	2	8 Week (Summer)
HIT 222	Professional Practice Exp III +	0	0	6	2	8 Week (Summer)
PSY 150	General Psychology	3	0	0	3	
	Total Semester Hours	7	3	6	10	
Total Semester Hours Credit Required for Graduation: 46						



Course Descriptions

HIT 110 Intro to Healthcare & HIM

Semesters Offered: FA/SP

This course introduces healthcare settings and the Health Information Management (HIM) professional's role in healthcare delivery systems. Topics include health information management operations in compliance with standards, regulations, and accrediting body initiatives; healthcare providers and disciplines; and electronic health records (EHRs). Upon completion, student should be able to demonstrate an understanding of health information management and healthcare organizations, professions, and trends.

HIT 112 Health Law and Ethics

Semesters Offered: FA/SP/SU

This course covers the study of the judicial, legislative, and regulatory standards applicable to health care and health information processes. Topics include legal terminology, Confidentiality, privacy, security, access and disclosure of health information, ethical implications, data stewardship, and the integrity of the legal health record. Upon Completion, students should be able to apply policies, procedures, and ethical standards in compliance with external forces.

HIT 114 Health Data Systems/Standards

Semesters Offered: FA/SP

This course covers concepts and techniques for managing and maintaining all health record formats including electronic health records (EHR). Topics include structure and use of health information including data collection and analysis, data sources/sets, archival systems, as well as quality and integrity of healthcare data. Upon completion, students should be able to determine compliance of health record content and governance standards within the health organization.

HIT 124 Prof Practice Exp II

Semesters Offered: FA/SP/SU

This course provides supervised clinical experience in healthcare settings. Emphasis is placed on practical application of curriculum concepts to the healthcare setting. Upon completion, students should be able to apply health information theory to healthcare facility practices.

HIT 211 Diagnosis Coding & Reporting

Semesters Offered: FA/SP

This course covers diagnostic coding and sequencing utilizing the current version of the ICD code set for inpatient, outpatient, and ambulatory care settings. Emphasis is placed on the rules and conventions of the ICD official coding guidelines in relation to anatomy, physiology, and disease processes. Upon completion, students should be able to accurately assign and sequence diagnosis codes in compliance with the ICD official coding guidelines for reporting statistical data, patient outcomes, and reimbursement methodologies.

HIT 213 Inpatient Procedure Coding & Reporting

Semesters Offered: FA/SP

This course covers the application of coding guidelines as applied to the reporting of inpatient procedures. Emphasis is placed on the rules and conventions of the ICD-PCS code set utilizing the index and tables, in relation to anatomy and physiology, to assign principal and secondary procedure codes in hospital inpatient settings. Upon completion, students should be able to accurately assign procedural codes according to the official ICD-PCS coding guidelines and evaluate compliance with regulatory requirements and reimbursement methodologies.

**HIT 214 Outpatient Procedure Coding/Reporting**

Semesters Offered: FA/SU

Prerequisite: HIT 211

This course covers application of coding and reporting standards as they apply to Current Procedural Terminology (CPT) guidelines and principles. Emphasis is placed on application of the coding guidelines, in relation to anatomy and physiology, for ambulatory healthcare settings. Upon completion, students should be able to assign CPT/HCPCS procedural codes according to official guidelines and evaluate compliance with regulatory requirements and reimbursement methodologies.

HIT 215 Revenue Cycle Management

Semesters Offered: FA/SP

This course covers the revenue cycle management process used in all healthcare settings as they relate to national billing, compliance, and reporting requirements. Topics include clinical documentation improvement, prospective payment systems, billing processes and procedures, chargemaster maintenance, regulatory guidelines, fraud and abuse, reimbursement monitoring, compliance strategies and reporting. Upon completion, students should be able to perform data quality reviews to validate code assignment and comply with reimbursement and reporting requirements.

HIT 222 Prof Practice Exp III

Semesters Offered: FA/SP

This course provides supervised and/or simulated health information technology clinical experience in healthcare settings. Emphasis is placed on practical application of HIM functions and core curriculum concepts. Upon completion, students should be able to apply health information theory to healthcare facility practices.

HIT 226 Pathophysiology & Pharmacology

Semesters Offered: FA/SP/SU

Prerequisite: BIO 163 or BIO 166 or BIO 169

This course covers principles of disease and the associated pharmacological treatments. Emphasis is placed on physical signs and symptoms, prognoses, common complications, and therapeutic options. Upon completion, students should be able to relate disease processes to physical signs and symptoms, prognosis, common complications, and their management.

MED 121 Medical Terminology I

Semesters Offered: FA/SP/SU

This course introduces prefixes, suffixes, and word roots used in the language of medicine. Topics include medical vocabulary and the terms that relate to the anatomy, physiology, pathological conditions, and treatment of selected systems. Upon completion, students should be able to pronounce, spell, and define medical terms as related to selected body systems and their pathological disorders.

MED 122 Medical Terminology II

Semesters Offered: FA/SP/SU

Prerequisite: MED 121

This course is the second in a series of medical terminology courses. Topics include medical vocabulary and the terms that relate to the anatomy, physiology, pathological conditions, and treatment of selected systems. Upon completion, students should be able to pronounce, spell, and define medical terms as related to selected body systems and their pathological disorders.