

## 1 Year Course – 4 In-Person Classes

### **Class 1 – Medical Terminology**

*Quarter 1 (3 months)*

- Learn Medical Terms – They are broken down and defined for easier understanding.
- Learn Parts of the Body – They are identified and how they work are explained.
- Medical term (diagnosis, procedure, equipment) + part of the body = correct medical code

### **Class 2 – Diagnosis Coding**

*Quarter 2 (3 months)*

- Learn coding guidelines (rules and regulations).
- Learn steps in determining proper sequencing of codes.
- Learn how to navigate through the ICD-10-CM coding manual and determine correct diagnoses, i.e., pneumonia would be a diagnosis and thus have a specific medical code.
- Learn modifiers (CPT & HCPCS) and durable medical equipment (HCPCS) in preparation for Class 3.

### **Class 3 – Procedural/Surgical & Durable Medical Equipment Coding**

*Quarter 3 (3 months)*

- Build on the terminology, anatomy, and diagnosis training received in the first two classes.
- Learn the Evaluation & Management section that covers coding for the facility where the patient received treatment.
- Learn coding for Anesthesia.
- Begin learning coding for Procedural & Surgical treatments.
- Continue to learn modifiers and coding for Durable Medical Equipment (HCPCS).

### **Class 4 – Procedural/Surgical Coding & CPC Exam Preparation**

*Quarter 4 (3 months)*

- Continue and complete the remaining CPT coding practice.
  - Remainder of Surgical
  - Radiology
  - Pathology
  - Medicine
- CPC Exam Preparation, Mock Exams, Tips & Tricks for Success