TCAT - Murfreesboro Night Supplemental Schedule
Fall 2018

Registration Opens: July 16, 2018
Enrollment Deadline: August 31, 2018

Instructions for Enrollment:

Please acquire an "Evening Enrollment Form" from the receptionist at the front desk, or from the following link at **TCAT Murfreesboro's Website:**

https://tcatmurfreesboro.edu/programs/evening-courses

1. Submit completed enrollment form in person, via fax to 615-893-4194, or via email attachment to Ms. Valerie Scollon in the Finance Office at vscollon@tcatmurfreesboro.edu with the subject line, "Evening Enrollment."

2. Pay Ms. Scollon by check, cash, or credit card, Mon - Fri, 8:30a - 3:30p; (615) 898-8010, ext. 145. We will accept credit card by phone only *after* the enrollment form has been received.
3. Please be aware that all Night Supplemental courses are not covered by Financial Aid.

Important Enrollment Information:

Attention Medical Coding and Medical Terminology Students:
**Please be aware that, in order to keep up with rapid, annual changes in the Medical Coding field (reflected by AAPC recommendations and annual changes to the CPC Exam), students in Medical Coding 1, 2, or 3 should plan for replacing all required texts in January of each year when new editions become available. You may buy the new editions from any source so long as the ISBN matches.*
Attention All Students:
**The Enrollment Deadline for Medical Classes is August 31, 2018. A student is not considered "enrolled" until their enrollment form and payment have been received. Please enroll early to insure your seat in the class. Available seats will be limited.*
***Please be aware of the Refund Policy BEFORE paying for a class.The Refund Policy can be found on page 12*
****Students have the option to purchase textbooks from any source they choose so long as the ISBN matches the ones in this schedule . Use the ISBN to purchase your books to insure that the correct edition is purchased. For the convenience of our students, our bookstore will take pre-orders until August 15, 2018 . Pre-ordered books are expected to be available for pickup after August 20, 2018, from* ***8AM-3:30 PM.*** *The TCAT-Murfreesboro bookstore may not have your book in stock if you do not pre-order your book.*
*****Occasionally, not enough students enroll in a class. When this occurs, students will receive a refund check within 4 weeks of the beginning of the term at the address identified on the enrollment form.*
******Inclement weather days will be made up at the end of the trimester.*
NOTICE : IMPORTANT SCHEDULE CHANGE *Due to a scheduling error* ***MEDICAL TERMINOLOGY*** *and* ***MEDICAL CODING 1*** *were originally scheduled for Monday and Wednesday. This error has been corrected and MEDICAL TERMINOLOGY and MEDICAL CODING 1 have been re-scheduled for their proper days;* ***TUESDAY and THURSDAY*** *.*

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Medical Coding Classes	Hours	Nights	Times	Start	End	Class Fees
Medical Billing and Insurance I	36	M	6p - 9p	10-Sep	3-Dec	$ 229.00
Textbook: ***Medical Insurance; 7th Edition*** **Custom Bundle ISBN: 978-1260250695**						
This class will serve as an introduction to the Fundamentals of Billing and Insurance in the medical sector. This class touches lightly on Medical Coding which is offered in depth in other courses.						
Medical Billing and Insurance II (Prerequisite for this course is Medical Billing and Insurance I)	36	W	6p - 9p	12-Sep	5-Dec	$ 229.00
Textbook: ***Medical Insurance; 7th Edition*** **Custom Bundle ISBN: 978-1260250695**						
This class will continue Fundamentals of Billing and Insurance in the medical sector. This class builds upon the foundation taught in Medical Billing and Insurance I.						
Medical Terminology	72	T/TH	6p - 9p	11-Sep	4-Dec	$ 295.00
Textbook: ***Medical Terminology & Anatomy for Coding 3rd Edition*** **. ISBN: 978-0323427951**						
This course is designed as an introduction to the vocabulary necessary for successful entry into the Medical Coding profession.						
Medical Coding 1 (Prerequisite for this course is Medical Terminology)	72	T/TH	6p - 9p	11-Sep	4-Dec	$ 295.00
Workbook and Textbook Bundle: ***Step by Step Medical Coding 2018*** **&** ***Workbook for Step by Step Medical Coding 2018*** **Bundle** ***ISBN*** **: 978-0323569019**						
Reference Book: Optum's ***2018 ICD-10-CM Expert for Physicians*** **ISBN: 978-1622543960**						
This class will begin your preparation for the Certified Professional Coders Exam (CPC).						
Medical Coding 2 (Prerequisite for this course is Medical Coding 1)	72	T/TH	6p - 9p	11-Sep	4-Dec	$ 295.00
Workbook and Textbook Bundle: ***Step by Step Medical Coding 2018*** **&** ***Workbook for Step by Step Medical Coding 2018*** **Bundle ISBN: 978-0323569019**						
Reference Book: Optum's ***2018 ICD-10-CM Expert for Physicians*** **ISBN: 978-1622543960**						
AMA Textbook: ***CPT 2018 Professional Edition*** **ISBN: 978-1622026005**						
Textbook: AMA's ***HCPCS 2018 Level II Professional Edition*** **ISBN: 978-1622026128**						
This course will continue your training with the ICD-10 and introduce the CPT.						
This class will continue your preparation for the Certified Professional Coders Exam.						

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Medical Coding 3 (Prerequisite for this course is Medical Coding II)	72	T/TH	6p - 9p	11-Sep	4-Dec	$ 295.00
Workbook and Textbook Bundle: ***Step by Step Medical Coding 2018*** **&** ***Workbook for Step by Step Medical Coding 2018*** **Bundle ISBN: 978-0323569019**						
Reference Book: Optum's ***2018 ICD-10-CM Expert for Physicians*** **ISBN: 978-1622543960**						
AMA Textbook: ***CPT 2018 Professional Edition*** **ISBN: 978-1622026005**						
Textbook: AMA's ***HCPCS 2018 Level II Professional Edition*** **ISBN: 978-1622026128**						
Study Guide: ***AAPC Official CPC Certification Study Guide 2018*** **ISBN: 978-1626885066**						
This class will finalize your preparation for the Certified Professional Coders Exam and includes an additional text for exam preparation.						
Allied Health Classes	**Hours**	**Nights**	**Times**	**Start**	**End**	**Class Fees**
Anatomy & Physiology	78	M/W	6p - 9p	10-Sep	12-Dec	$ 295.00
Anatomy & Physiology	78	T/TH	6p - 9p	11-Sep	11-Dec	$ 295.00
Textbook: ***Structure & Function of the Body - 15th Edition*** **ISBN: 978-0323341127**						
This course covers the required knowledge and understanding of the human body and its various systems & functions. This class is required for our Allied Health Practical Nursing Program.						
Medical Math	40	M/W	6p - 9p	10-Sep	22-Oct	$229.00
Medical Math	40	T/TH	6p - 9p	11-Sep	23-Oct	$229.00
Textbook: ***Calculate with Confidence - 7th Edition*** **. ISBN: 978-0323396837**						
This class is required for admission to our Allied Health Practical Nursing Program.						

https://tcatmurfreesboro.edu

TCAT - Murfreesboro, 1303 Old Fort Parkway, Murfreesboro, TN 37129

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Modified 8/10/2018