Bossier Parish Community College
Master Syllabus

Course Prefix and Number: MOS 110   **Credit Hours:** 4

Course Title: Medical Coding I

Course Prerequisites: BLGY 110, BLGY 120, CTEC 115, MOS 107 and permission of the Department

Corequisite: MOS 109

Textbooks: Buck, Carol; Step by Step Medical Coding and Workbook, current edition
              ICD-10-CM Coding Book, current edition

Course Description:

Utilization of the latest edition of ICD coding and classification systems to assign valid diagnostic codes. This course includes a review of medical terminology. This is an integrated lecture laboratory course. Medical Office Specialist majors must take this class concurrently with MOS 109.

Learning Outcomes:

At the end of this course, the student will

   A. demonstrate the process of abstracting and interpreting health record documentation to organize diagnosis and procedure information to accurately select and assign codes manually and using computer software using the ICD coding rules and regulations; and
   B. demonstrate mastery and knowledge of concepts of medical terminology to accurately assign codes for medical billing purposes

To achieve the learning outcomes, the student will

   1. Explain and discuss the history and development of the ICD coding systems.
   2. Identify and explain the characteristics of the ICD Alphabetical Index, volume 2, and Tabular List, volume 1.
   3. Identify and explain the uses of coding conventions and symbols used when assigning codes from ICD coding system.
   4. Explain term "highest level of specificity" as it relates to assigning ICD diagnosis codes and demonstrate ability to assign codes at this level.
   5. Describe how the ICD-10-CM coding system replaced the ICD-9-CM coding system (volumes 1, 2, 3).

6. Analyze and explain the primary differences between the ICD-9-CM and ICD-10 coding systems.
7. Identify and discuss the differences between the terms "principal diagnosis" and "first listed diagnosis".
8. Describe the format of ICD-10-CM and list significant improvements over the ICD-9-CM coding system.
9. List, locate and describe the various chapters of the ICD-10 coding systems.
10. Recognize and describe the ICD-10 code formats.
11. Delineate the differences between the principal diagnosis and additional diagnoses for coding.
12. Recognize and list differences between the Official Coding Guidelines for In-patient and Out-patient coding.
13. Demonstrate ability to apply the correct coding guidelines in various situations.
14. Correctly identify principle diagnosis codes using UHDDS guidelines.
15. Demonstrate the appropriate use of Y codes and Z codes.
16. Assess the adequacy of health record documentation to ensure it supports all diagnoses coded.
17. Utilize knowledge of medical terminology to correctly assign codes.
18. utilize the ICD Coding and Reporting Guidelines to assign and sequence correct diagnosis codes.
19. Verbalize and demonstrate ethical coding principles.
20. Explain when it is necessary to consult with the physician or supervisor to clarify information in the medical record for coding purposes.
21. Demonstrate when it is appropriate to exclude diagnoses, conditions or problems when coding.
22. Demonstrate the ability to recognize potential coding quality issues from health record data.
23. Identify ways other than reimbursement that coded information is used in the health care system.
24. Identify the medical record as the source document for all coding, list the medical reports important to the coding process and describe the steps taken to review a medical record for coding.
25. complete coding exercises using the ICD-10-CM coding systems.
26. abstract medical information from case studies.

Course Requirements: To earn a grade of "C" or higher, the student must earn at least 70% of the course points and meet <u>all</u> of the following course requirements.

- minimum average score of 70% on ICD-10-CM test
- minimum average score of 70% on case study reports
- minimum score of 70% on the comprehensive final exam
- minimum score of 70% of the medical terminology post test

Course Grading Scale:

   A- 90% or more of total possible points and meet all course requirements

   B- 80% or more of total possible points and meet all course requirements

   C- 70% or more of total possible points and meet all course requirements

   D- 60% or more of total possible points and meet all course requirements

   F- less than 60% of total possible points or failure to meet any of the course requirements

Attendance Policy: The college attendance policy is available at
http://www.bpcc.edu/catalog/current/academicpolicies.html

Nondiscrimination Statement

Bossier Parish Community College does not discriminate on the basis of race, color, national origin, gender, age, religion, qualified disability, marital status, veteran's status, or sexual orientation in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Bossier Parish Community College does not discriminate in its hiring or employment practices.

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Equity/Compliance Coordinator
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Reviewed by: MMiles/April 2019