

**Bossier Parish Community College**  
**Master Syllabus**

**Course Prefix and Number:** MOS 113

**Credit Hours:** 3

**Course Title:** Reimbursement Methodology

**Course Prerequisites:** BLGY 110, BLGY 120, CTEC 115, and MOS 107

**Course Corequisites:** MOS 109 and MOS 110

**Textbook:** Green, Michelle and Rowell, J.; MindTap Medical Insurance & Coding for Green's *Understanding Health Insurance*, current edition

**Course Description:**

The use of coded data and health information in reimbursement and payment systems utilized in health care settings and managed care. The course will review prospective payment systems, third party payers, billing and insurance procedures, explanation of benefits statements, peer review organizations, managed care and compliance issues.

**Learning Outcomes:**

At the end of this course, the students will

- A. utilize knowledge of rules and regulations to prepare ethically correct claims for processing and monitoring reimbursement denials, appeals, and remittance advice reports; and
- B. apply knowledge of different types of health insurance plans to appropriately collect and apply patient insurance information.

To achieve the learning outcomes, the student will

- 1. describe the job responsibilities of a health insurance specialist and/or certified professional biller. (A,B)
- 2. define the role of health insurance and managed care plans in the delivery of health care services. (B)
- 3. specify the different types of health insurance plans (HMO, PPO, POS, CMS, Tricare, Medicare, Medicaid). (B)
- 4. summarize the various types of payment methods (FFS, capitation, indemnity plans, episodic plans). (B)
- 5. explain the importance of maintaining patient privacy during the health care communications required for the claims submission and billing process. (A)
- 6. analyze the purpose of ethical medical coding as it relates to the coding and billing process and compliance with fraud and abuse guidelines. (A)

7. discuss the importance of correctly linking diagnosis and procedure codes when billing to establish medical necessity. (A)
8. compare and explain the differences of the CMS 1500 form and the UB 04 form. (A)
9. explain the benefits and challenges of electronic claims processing. (A)
10. discuss the purpose of using a clearinghouse for electronic claim processing and posting payments. (A)
11. define the importance of tracking claim submission, payments and denials. (A)
12. give examples of reasons claim payment may be denied and state the process for appealing denied claims. (A)
13. discuss the purpose of a remittance advice. (A)
14. outline the prospective payment system. (A)
15. define casemix and how this affects reimbursement. (A)

**Course Requirements: To earn a grade of “C” or higher the student must earn 70% of the total points for the course and meet all of the following course requirements.**

- minimum average of 70% on all assignments
- minimum average of 70% on all tests

#### **Course Grading Scale:**

- A- 90% or more of total possible points and a minimum of 70% average on tests
- B- 80% or more of total possible points and a minimum of 70% average on tests
- C- 70% or more of total possible points and a minimum of 70% average on tests
- D- 60% or more of total possible points and a minimum of 70% average on tests
- F- less than 60% of total possible points or less than a 70% average on tests

**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.

#### **COORDINATOR FOR SECTION 504 AND ADA**

Angie Cao, Student and Disability Services Specialist

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318-678-6511

[acao@bpcc.edu](mailto:acao@bpcc.edu)

Hours: 8:00 a.m.-4:30 p.m. Monday - Friday, excluding holidays and weekends.

Equity/Compliance Coordinator

Teri Bashara, Director of Human Resources

Human Resources Office, A-105

6220 East Texas Street

Bossier City, LA 71111

Phone: 318-678-6056

Hours: 8:00 a.m.-4:30 p.m. Monday - Friday, excluding holidays and weekends.

Reviewed by: MMiles/May 2021