

Certified Medical Billing & Coding Specialist

Instructor: Louise Crago 907-212-6584 louise@alaskapca.org

Class Days & Hours: TBD

*You are encouraged to attend class, however if you are unable to, a recording will be uploaded shortly following the live class. You will be required to listen to it if you miss class.

General Information:

Apprentices will meet once a week via internet for a period of 24 weeks.

Class Schedule—1-hour live or recorded session with 5-hours homework time each week. This training will be covering the following subjects:

- Manage General Offices
- Claims Processing
- Payment Adjudication
- Regulatory Compliance
- Front-End Duties
- Apply Knowledge of Coding

COHORT 5

COURSE SCHEDULE

Week	Date	Chapter Name	Learning Path	Points
1		Orientation The assignments for the week need to be completed by the date of the class.	<ul style="list-style-type: none">• Technical Instruction• MindTap• OJL Logs• NHA	<ul style="list-style-type: none">• N/A
2		Chapter 1 Health Insurance Specialist Career	<ul style="list-style-type: none">• Reality Check• Objectives• Introduction• Reading• Summary• Flashcards• PowerPoint• Chapter Review• Test Yourself• Learning Lab Mod 1	<ul style="list-style-type: none">• 3• n/a• n/a• n/a• n/a• n/a• n/a• 15• 35• Practice

			<ul style="list-style-type: none"> • Chapter Review • Test Yourself • Learning Lab Mod 5 	<ul style="list-style-type: none"> • 20 • 83 • Practice
7		<p>Chapter 6</p> <p>ICD-10-CM Coding Part 1</p>	<ul style="list-style-type: none"> • Reality Check • Objectives • Introduction • Reading • Exercise 6.1 • Exercise 6.2 • Exercise 6.3 • Exercise 6.4 • Exercise 6.5 • Exercise 6.6 • Exercise 6.7 • Exercise 6.8 • Summary • Flashcards • PowerPoint • Test Yourself 	<ul style="list-style-type: none"> • 3 • n/a • n/a • n/a • 10 • 15 • 15 • 10 • 5 • 10 • 10 • 10 • 10 • n/a • n/a • n/a • 91
8		<p>Chapter 6</p> <p>ICD-10-CM Coding Part 2</p>	Part 2 of ICD-10-CM Coding	
9		<p>Chapter 7</p> <p>CPT Coding Part 1</p>	<ul style="list-style-type: none"> • Reality Check • Objectives • Introduction • Reading • Exercise 7.1 • Exercise 7.2 • Exercise 7.3 • Exercise 7.4 • Exercise 7.5 • Exercise 7.6 • Exercise 7.7. • Exercise 7.8 • Exercise 7.9 	<ul style="list-style-type: none"> • 1 • n/a • n/a • n/a • 10 • 5 • 10 • 10 • 20 • 5 • 5 • 10 • 10

			<ul style="list-style-type: none"> • Exercise 7.10 • Exercise 7.11 • Summary • Flashcards • PowerPoint • Chapter Review • Test Yourself 	<ul style="list-style-type: none"> • 15 • 10 • n/a • n/a • n/a • 70 • 105
10		Chapter 7 CPT Coding Part 2	Part 2 of CPT Coding	
11		Chapter 7 CPT Coding Part 3	Part 3 of CPT Coding	
12		Chapter 8 HCPCS Level II Coding	<ul style="list-style-type: none"> • Reality Check • Objectives • Introduction • Reading • Exercise 8.1 • Exercise 8.2 • Summary • Flashcards • PowerPoint • Chapter Review • Test Yourself • Learning Lab Mod 6 	<ul style="list-style-type: none"> • 1 • n/a • n/a • n/a • 5 • 5 • n/a • n/a • n/a • 30 • 46 • Practice
13		Chapter 9 CMS Reimbursement Methodologies	<ul style="list-style-type: none"> • Reality Check • Objectives • Introduction • Reading • Summary • Flashcards 	<ul style="list-style-type: none"> • 4 • n/a • n/a • n/a • n/a • n/a

			<ul style="list-style-type: none"> • PowerPoint • Chapter Review • Test Yourself • Learning Lab Mod 7 	<ul style="list-style-type: none"> • n/a • 18 • 55 • Practice
14		<p>Chapter 10</p> <p>Coding Compliance, Clinical Documentation, and Coding for Medical Necessity</p>	<ul style="list-style-type: none"> • Reality Check • Objectives • Introduction • Reading • Exercise 10.1 • Exercise 10.2 • Exercise 10.3 • Exercise 10.4 • Exercise 10.5 • Summary • Flashcards • PowerPoint • Chapter Review • Test Yourself • Learning Lab Mod 8 	<ul style="list-style-type: none"> • 2 • n/a • n/a • n/a • 5 • 5 • 4 • 5 • 6 • n/a • n/a • n/a • 21 • 35 • Practice
15		<p>Chapter 11</p> <p>CMS-1500 & UB-04 Claims</p>	<ul style="list-style-type: none"> • Reality Check • Objectives • Introduction • Reading • Exercise 11.1 • Summary • Flashcards • PowerPoint • Chapter Review • Test Yourself 	<ul style="list-style-type: none"> • 3 • n/a • n/a • n/a • 6 • n/a • n/a • n/a • 13 • 20

			<ul style="list-style-type: none"> • SimClaim Case 1-1 • Learning Lab Mod 9 	<ul style="list-style-type: none"> • 100 • Practice
16		<p>Chapter 12</p> <p>Commercial Insurance</p>	<ul style="list-style-type: none"> • Reality Check • Objectives • Introduction • Reading • Exercise 12.1 • Exercise 12.2 • Exercise 12.3 • Exercise 12.4 • Summary • Flashcards • PowerPoint • Chapter Review • Test Yourself • SimClaim Case 1-2 • SimClaim Case 1-3 • SimClaim Case 2-1 • SimClaim Case 2-2 • SimClaim Case 2-3 • Learning Lab Mod 10 	<ul style="list-style-type: none"> • 2 • n/a • n/a • n/a • 100 • 100 • 100 • 100 • 100 • n/a • n/a • n/a • 15 • 21 • 100 • 100 • 100 • 100 • 100 • 100 • Practice
17		<p>Chapter 13</p> <p>BlueCross BlueShield</p>	<ul style="list-style-type: none"> • Reality Check • Objectives • Introduction • Reading • Exercise 13.1 	<ul style="list-style-type: none"> • 3 • n/a • n/a • n/a • 100

			<ul style="list-style-type: none"> • Exercise 13.2 • Exercise 13.3 • Summary • Flashcards • PowerPoint • Chapter Review • Test Yourself • SimClaim Case 1-4 • SimClaim Case 1-5 • SimClaim Case 1-6 • SimClaim Case 1-10 • SimClaim Case 2-4 • SimClaim Case 2-5 • SimClaim Case 2-20 • Learning Lab Mod 11 	<ul style="list-style-type: none"> • 100 • 100 • n/a • n/a • n/a • 10 • 32 • 100 • 100 • 100 • 100 • 100 • 100 • 100 • 100 • Practice
18		<p>Chapter 14</p> <p>Medicare Part 1</p>	<ul style="list-style-type: none"> • Reality Check • Objectives • Introduction • Reading • Exercise 14.1 • Exercise 14.2 • Exercise 14.3 • Exercise 14.4 • Exercise 14.5 • Summary • Flashcards • PowerPoint • Chapter Review 	<ul style="list-style-type: none"> • 3 • n/a • n/a • n/a • 5 • 100 • 100 • 100 • 100 • n/a • n/a • n/a • 10

			<ul style="list-style-type: none"> • Test Yourself • SimClaim Case 1-7 • SimClaim Case 1-8 • SimClaim Case 1-9 • Sim Claim Case 1-11 • SimClaim Case 1-12 • SimClaim Case 2-6 • SimClaim Case 2-7 • SimClaim Case 2-8 • SimClaim Case 2-9 • SimClaim Case 2-10 • SimClaim Case 2-19 • Learning Lab Mod 12 	<ul style="list-style-type: none"> • 32 • 100 • 100 • 100 • 100 • 100 • 100 • 100 • 100 • 100 • 100 • 100 • 100 • Practice
19		Chapter 14 Medicare Part 2	Part 2 of Medicare	
20		Chapter 14 Medicare Part 3	Part 3 of Medicare	

21		<p>Chapter 15</p> <p>Medicaid</p>	<ul style="list-style-type: none"> • Reality Check • Objectives • Introduction • Reading • Exercise 15.1 • Summary • Flashcards • PowerPoint • Chapter Review • Test Yourself • SimClaim case 1-13 • SimClaim Case 2-11 • SimClaim Case 2-12 • Learning Lab Mod 13 	<ul style="list-style-type: none"> • 1 • n/a • n/a • n/a • 100 • n/a • n/a • n/a • 10 • 19 • 100 • 100 • 100 • Practice
22		<p>Chapter 16</p> <p>Tricare</p>	<ul style="list-style-type: none"> • Reality Check • Objectives • Introduction • Reading • Exercise 16.1 • Exercise 16.2 • Exercise 16.3 • Summary • Flashcards • PowerPoint • Chapter Review • Test Yourself 	<ul style="list-style-type: none"> • 3 • n/a • n/a • n/a • 100 • 100 • 100 • n/a • n/a • n/a • 10 • 27

