

# RCTC PROGRAM PLAN

## CODING SPECIALIST

Diploma

### I. PROGRAM CORE REQUIREMENTS.....40 CREDITS

BIOL 1107, Fundamentals of Anatomy and Physiology, 4 cr  
HCOP 1620, Medical Terminology for Health Professions, 3 cr  
AOP 2350, Microcomputer Business Applications, 3 cr  
HIMC 1800, Legal Aspects of Health Information, 3 cr  
HIMC 1820, CPT Coding, 3 cr  
HIMC 1840, Introduction to Health Records, 3 cr  
HIMC 1850, Computerized Health Information, 3 cr  
HIMC 1910, Reimbursement, 2 cr  
HIMC 2010, ICD-10-CM Coding, 4 cr  
HIMC 2020, ICD-10-PCS Coding, 3 cr  
HIMC 2030, Advanced Coding, 3 cr  
HIMC 2600, Human Diseases for Health Professionals, 3 cr  
HIMC 2610, Pharmacology, 2 cr  
HIMC 2835, CCA/CPA Review, 1 cr

**TOTAL .....40 CREDITS**

### **PROGRAM OUTCOMES:**

Upon the completion of the Coding Specialist program at RCTC, students will achieve the following:

- Code, classify, and index diagnoses and procedures for the purpose of reimbursement, standardization, retrieval and statistical analysis.
- Maintain the accuracy and completeness of the electronic health record including intranet and internet applications as defined by organizational policy, accreditation, licensure, and external regulations and standards.
- Apply legal principles, policies, regulations and standards to protect the privacy, confidentiality, and security of health information.
- Demonstrate practical application of theories learned, including the ability to value self and work ethically with others in a diverse population.
- Use appropriate terminology in the areas of human anatomy, physiology, human diseases, and pharmacology when interpreting healthcare reports.

### **PROGRAM ENTRANCE REQUIREMENTS:**

#### **PREREQUISITES:**

- This program is offered predominately online. Computer requirements are listed on the RCTC Online web page at: <http://www.rctc.edu/online/>.

Upon successfully completing RCTC's online Coding Specialist program, one is eligible to take the national examination sponsored by AAPC and earn the Certified Professional Coder (CPC) credential.

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## **Notice of National Criminal Background Check Requirement**

Background checks are required to ensure a safe environment for both students and the public and to meet the contractual requirements of area health care facilities. Students who fail to submit and pass a background check cannot complete or maintain enrollment in the program. A list of disqualifying offenses is available at <https://www.revisor.mn.gov/statutes/cite/245C.15>.

Revised: 03/13/2024

Implementation: Fall 2024