

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

TOTAL40 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.

ADDITIONAL NOTES:

ADMISSION: To be admitted to the program, students must meet admission criteria, complete two (2) applications and return them to RCTC Admissions and Records:

RCTC application for admission: <https://www.rctc.edu/admissions>
Program application: <https://www.rctc.edu/program/hit/admission/>

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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.

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: 03/22/2021

Implementation: Spring 2019