



MEDICAL CODER/BILLER - APPLIED TECHNOLOGY DIPLOMA

Program Content

- HIT Medical Core
- Medical Terminology
- Anatomy and Physiology
- Disease Process
- Pharmacology
- ICD-10-PCS coding system
- ICD-10-CM coding system
- CPT (coding system)
- HCPCS (coding system)
- Medical Billing
- Computer Literacy
- Employment Skill

Program Length

1110 hrs | Full Time 11 months/ 37 weeks

Approximate Cost

\$4,989

Location

Main Campus

Schedule

- **Online**
- This is an online program, however, students are required to come to class one evening per week.

Monday 6:00 pm - 9:00 pm

(January Registration)

Thursday 6:00 pm - 9:00 pm

(August Registration)

Enrollment of New Students

- August 14, 2019
- January 7, 2020

Orientation

- **Monday** - see back page for details



Description of Program

The Medical Coder Biller- ATD program is designed to prepare students for employment in a variety of health care settings as an entry level coder, medical record coder, coding technician/clerk, or medical coder/biller. Coding is the process of taking a written diagnosis or operative procedure and assigning alpha-numeric numbers used for reimbursement billing and statistics. The content includes but is not limited to: manual and automated procedure coding, preparing and filing medical insurance claims for reimbursement, medical terminology, anatomy and physiology, , fundamentals of disease process including pharmacology, health care delivery systems, basics of medical records services, and coding systems (i.e., ICD-1, ICD-10-PCS, CPT, and HCPCS). The curriculum integration of theory and practice prepares students for the following certifications: Certified Coding Associate (CCA), Certified Billing & Coding Specialist (CBCS), Certified Coding Specialist- Physician Based (CCS-P), Certified Coding Specialist (CCS) and Certified Professional Coder (CPS).

Requirements for Admission

- Orientation/Testing/Counselor Interview - see back page for details
- High School Diploma, GED or Certificate of Completion
- Computer with high speed Internet access and Microsoft Word

Industry Certification & State Credential Exams

- Certified Coding Associate (CCA)
- Certified Billing & Coding Specialist (CBCS)
- Certified Coding Specialist- Physician Based (CCS-P)
- Certified Coding Specialist (CCS)
- Certified Professional Coder (CPS)

College Credit Transfer Opportunity and/or Advanced Credit

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate Degree by Broward College or the Florida College System.

For eligibility requirements, visit <http://www.broward.edu/academics/cpl/Pages/technical-college.aspx>

Welcome to Sheridan Technical College!

General admissions and registration procedures are as follows:

1. Attend Orientation

A one hour program specific orientation is held Monday through Thursday. Please note, children are not permitted in orientation or testing due to the consideration of all participants, sensitive nature of topics discussed, safety concerns, limited seating and test security. Please refer to the front page for the scheduled orientation day. To register for orientation bring a **valid photo ID** and report to:

- **Main (Hollywood) Campus:** Report to Building 11, Office of Student Affairs no later than 8:30 a.m.
- **West (Pembroke Pines) Campus:** Report to the main office no later than 8:00 a.m.

2. Apply for Financial Assistance (OPTIONAL)

If you require financial assistance please complete the Free Application for Federal Student Aid (FAFSA) as soon as possible. Delays in completing the financial aid process may affect your ability to register on time.

3. Take the Test of Adult Basic Education (TABE)

Students enrolled in a postsecondary program of 450 hours or more are required to take and pass a basic skills test in order to receive a vocational certificate at the time of program completion. The TABE computer-based test assesses students in the areas of reading, math and language and takes approximately 4.5 to 6 hours. Test accommodations may be available for individuals who self-identify as having a documented disability. Requests for accommodations must be made prior to testing via the Exceptional Education Specialist. A \$15.00 test fee and valid state or government issued picture ID is required. Please contact the Office of Student Affairs (Main Campus: 754.321.5400 or West Campus: 754.321.3900) for test registration procedures and test schedule.

4. Counselor Interview

An interview with the program counselor/advisor is required to finalize the admissions process. Test scores cannot be provided over the phone. No appointment is necessary; however, please call to confirm the counselor's availability prior to arrival.

5. Register for Class

Registration is on a first come, first served basis and is complete once payment is processed. Prospective students can register upon receiving an acceptance letter. Registration is ongoing, so verify course availability and registration dates with the program counselor/advisor. Textbooks, uniforms, kits and all other required supplies must be purchased prior to the first day of class. The Registration Office schedule is as follows:

- **Main (Hollywood) Campus:** Report to Building 12, M-TH 7:30 a.m. - 8:00 p.m. & F 7:30 a.m. - 4:30 p.m.
- **West (Pembroke Pines) Campus:** Report to the registration window, M-F 7:30 a.m. - 3:00 p.m

Basic Skills Exemption/Exit Criteria

You may be exempt from the TABE if you:

- Entered 9th grade in a Florida public school in the 2003-2004 school year, or any year thereafter, and earned a Florida standard high school diploma (**official high school transcript required**);
- Possess a college degree at the associate in applied science (AAS) level or higher from an accepted accredited college or university (**official diploma or transcript required**);
- Demonstrate readiness via the 2014 GED®, ACCUPLACER, PERT, ACT, SAT (**official test results required**);
- Active duty member of any branch of the United States Armed Services (**paper order or ID card required**);
- Pass a state or national industry certification or licensure examination that is identified in State Board of Education rules and aligned to the CTE program in which the student is enrolled (**official test results required**); or
- Enrolled in an apprenticeship program that is registered with FDOE.

MEDICAL CODER/BILLER - APPLIED TECHNOLOGY DIPLOMA (H170530)

Tuition/Registration \$3,409

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|----------------------------|---------|
| PAVE | \$3,108 |
| Lab | \$166 |
| Registration Fee | \$100 |
| Student Activity Fee | \$20 |
| Test Fee | \$15 |

Books/Supplies \$1,281

Health Information Management 4th Edition

ISBN: 9781337553674

Medical Terminology & Anatomy for Coding +Online Course

ISBN: 9780323744898

Introduction to Pharmacology 12th Ed. w/ Online Access

ISBN: 9781437717068

CPT 2020 Professional Edition

Current Procedural Terminology & HCPC 6th Edition

ISBN: 9781337397513

Understanding ICD-10-CM & ICD-10-PCS

ICD-10-CM Professional Edition 2020

ICD-10-PCS Professional Edition 2020

MindTap Current Procedural Terminology Access Code

ISBN: 9781337397575

MindTap Health Information Management Access Code

ISBN: 9781337553742

MindTap ICD-10 CM & ICD-10- PCS Access Code

ISBN: 9781337568821

MindTap Medical Billing 101 Access Code

ISBN: 9781305394353

Medical Billing 101- 2nd Edition

ISBN: 9781133936817

CCA- Certified Coding Associate Exam Manual 7th Ed

ISBN: 9781584267034

Virtual Lab Student Code

**See the bookstore for the most updated book/supply list.*

Industry Credentials \$299

Certified Coding Associate (CCA)

Certified Billing & Coding Specialist (CBCS)

Approximate Program Cost \$4,989

Prices are for Florida Residents. Fees listed are based on the number of class days according to the District calendar. Books and Supplies are subject to change.

STC_Program Sheets Rev 9.2019

Sheridan Technical College & Technical High School – Thomas Moncilovich, Director

Mary A. Barba, Assistant Director | Barrett Goldman, Assistant Director | Perry M. Egelsky, Assistant Director
Annette Johnson, Assistant Director | Jose Laverde, Jr., Assistant Director



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Sheridan Technical College
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the Commission of the Council on Occupational Education.
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