

Medical Billing Specialist Program

Students will be taught the necessary skills to succeed in the market place. Each student will learn Word Processing, Excel Spreadsheets, Windows navigation, and Internet skills. Our classroom size allows students to engage in a learning environment that focuses on one-on-one attention.

With these eLearning courses you will have an organized program of study utilizing the best training tools, books, and coaches available to learn medical billing online. Our curriculum and eLearning methods have been time-tested with proven successful outcomes to prepare students for working in a physician's office. You will actually hear the instructor presenting each topic and have your own personal coach to help you navigate this medical billing course.

You will learn:

- The Microsoft Office Programs (Word, Excel, and Outlook)
- Medical Billing and Reimbursement

You will receive:

- Free Laptop
- Books
- Online subscription

Learn more about becoming a Medical Billing Specialist with Campus Linc—call or visit us on the Web.

We also offer training for Microsoft MCSA & MCSE and Cisco CCNA & CCNP certification, as well as programming courses in .Net, C#, Oracle and much more!

Call and register today to better yourself tomorrow!

716.688.8688

www.CampusLinc.com



The Campus Linc, Inc.

Medical Billing Specialist Program

201 eLearning – Medical Billing and Reimbursement

Course Description:

Medical Billing introduces the student to health insurance and reimbursement. In this course the student will become familiar with common medical billing practices, the health insurance industry, legal and regulatory issues and differences in reimbursement methodologies.

Course Objectives:

1. Describe the variety of career possibilities and areas of specialization open to those trained as insurance billing specialists
2. Describe the evolution of the insurance industry in the US
3. Distinguish between the major classes of health insurance contracts
4. Understand the legal regulatory considerations involved in health care reimbursement
5. Explain the process of a physician-based insurance claim including obtaining patient data, claim form completion, insurance carrier processing and payment received
6. Demonstrate the ability to use the three major coding manuals, CPT, ICD-9-CM and HCPCS

Textbooks/Supplies:

1. Textbook: **Understanding Health Insurance, A Guide to Billing and Reimbursement**, 8th Edition; JoAnn C. Rowell and Michelle A. Green
2. Workbook: **Understanding Health Insurance, A Guide to Billing and Reimbursement**, 8th Edition; JoAnn C. Rowell and Michelle A. Green
3. ICD-9-CM Volumes 1 & 2 (current version)

4. CPT Professional Edition (current version)
5. HCPCS Level II Professional (current version)

Methods of Evaluation:

1. Lectures
2. Practice Exercises
3. Group Discussion Board Assignments
4. Written Assignments

Assignments:

- Module 1 – Health Insurance Specialist—Roles & Responsibilities
- Module 2 – Introduction to Health Insurance
- Module 3 – Managed Health Care
- Module 4 – Life Cycle of an Insurance Claim
- Module 5 – Legal & Regulatory Considerations
- Module 6 – ICD-9-CM Coding
- Module 7 – CPT Coding
- Module 8 – HCPCS Coding
- Module 9 – CMS Reimbursement Methodologies
- Module 10 – Coding for Medical Necessity
- Module 11 – Essential CMS-1500 Claim Instructions
- Module 12 – Commercial Insurance
- Module 13 – Blue Cross and Blue Shield Plans
- Module 14 – Medicare
- Module 15 – Medicaid
- Module 16 – TriCare
- Module 17 – Workers' Compensation

You are only three months away from a better job and a better future! Classes fill up quickly, so call today to reserve your space!



Learning has never been so easy!

Campus Linc, Inc. • 25 John Glenn Drive, Suite 102 • Amherst, NY 14228
716.688.8688 • fax: 716.688.8689 • www.CampusLinc.com