

# MEDICAL BILLING AND CODING



THE  
COLLEGE  
OF THE  
FLORIDA KEYS

Medical Billing and Coding is one of the fastest growing careers in the health care industry today! The need for professionals that understand how to code health care services and procedures for third party insurance reimbursement is growing substantially. Physician practices, hospitals, pharmacies, long-term care facilities, chiropractic practices, physical therapy practices and other health care providers all depend on medical billing and coding for insurance carrier reimbursement.

Medical billing and coding professionals keep records, calculate patient charges and review files. Duties include: reviewing records; calculating charges for a patient's procedure and service and preparing itemized statements and submitting claims to third party payers. Medical Coders are responsible for the collection of physician charges and patient data to ensure that claims are submitted to insurance carriers accurately and in the most efficient and expeditious manner.

**Location:** The College of the Florida Keys  
5901 College Road  
Key West, FL Room C234

**Dates:** 10/01/24 - 12/05/24

**Times:** Tuesday & Thursday  
6:00 PM - 9:30 PM  
Saturdays 9:00 AM - 3:00 PM  
10/26/24, 11/9/24, 11/23/24

**CRN:** 12718

**Fees** \$1,799

**Register:** Enrollment Office  
Building A

**For Info:** 305-809-3185

This combined 80 hour billing and coding course offers skills needed to solve insurance billing problems, how to manually file claims (using the CPT and ICD-10 manual), complete common insurance forms, trace delinquent claims, appeal denied claims and use generic forms to streamline billing procedures. The course covers the following areas: CPT (Introduction, Guidelines, Evaluation and Management), specialty fields (such as surgery, radiology and laboratory), ICD-10 (Introduction and Guidelines) and basic claims processes for medical insurance and third party reimbursements. Students will learn how to find the service and codes using manuals, (CPT, ICD-10, and HCPCS). Note: After obtaining the practical work experience (6 months to 2 years), students who complete this course could be qualified to sit for the American Academy of Professional Coders (AAPC) - Certified Professional Coder Exam (CPC or CPC-H Apprentice); the American Health Information Association (AHIMA) Certified Coding Associate (CCA) exam; and/or other National Certification Exams.

