Medical Billing and Coding

Award Type: Certificate of Achievement

The Medical Billing and Coding certificate courses may be taken as an option by the Medical Assisting Program students, thereby obtaining both a Medical Assisting Certificate and a Billing and Coding Certificate. Courses may be taken separately to obtain Medical Billing and Coding certificate only. A grade of "C" or better is required in all classes to progress in the program. To be admitted to the Medical Billing and Coding Certificate program, the student must complete an application and the required prerequisites, ENG 514 and MATH 531.

The graduate of the Certificate of Achievement in Medical Billing and Coding will:

- Develop communication skills necessary to effectively communicate with other health care team members, patients, and physicians.
- Utilize critical thinking and decision-making skills while providing competent clinical and administrative service in healthcare settings.
- Demonstrate respect for the human dignity and the rights of all individuals with awareness of cultural differences.

Program Requirements

A total of 16 units is required for the certificate.

Required core courses (16 units):

Course Number	Course Title	Units
MA 305	Body Systems and Disease	5.0
MA 352	MA Administrative Procedures	4.0
MA 360	Medical Billing & Insurance	4.0
MA 361	Coding for Medical Insurance	3.0