Online Medical Billing Course

80 Hours / 6 Months

Course Description

The online medical billing course provides the most up-to-date information relating to the health insurance industry and different reimbursement methodologies for correct claim submission. Successful completion will prepare the student to sit for the CPB exam and work in a medical billing department at a physician's office, clinic, facility, other healthcare entity, or as a claims examiner for insurance carriers.

Prerequisites

It's important you know anatomy and medical terminology to be a successful coder. We recommend taking either of these courses from our partners at ed2go to be successful in this course.

- Human Anatomy and Physiology (Self-Paced Tutorial)
- Medical Terminology: A Word Association Approach (Self-Paced Tutorial)

What You Will Learn

- Review an introduction to healthcare from a medical billing perspective.
- List a variety of health insurance models and how they affect medical entities.
- Understand the legal regulatory considerations involved in health care reimbursement and collections.
- Explain the process of a physician-based insurance claim including obtaining patient data, claim form completion, insurance carrier processing and payment received.
- Demonstrate the ability to use the three major coding manuals, CPT®, ICD-10-CM, and HCPCS Level II, and apply medical necessity standards.
- Explain the follow up process for A/R in a physician's office, including the top denials by insurance carrier along with their appeals process.

Hardware Requirements

- This course can be taken on either a PC or Mac.

Software Requirements

- PC: Windows 8 or newer.
- Mac: OS X Snow Leopard 10.6 or later.
- Browser: The latest version of Google Chrome or Mozilla Firefox are preferred. Microsoft Edge and Safari are also compatible.
- Adobe Acrobat Reader. Click here to download.
- Software must be installed and fully operational before the course begins.

Other

- Email capabilities and access to a personal email account.

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Course Outline

MODULE	TOPICS COVERED	
1: Basics of Insurance Billing and Compliance	• Insurance Billing Specialist • Insurance Claims, Coding, & Billing Background • Medical Etiquette • Medical Ethics • Health Insurance Portability and Accountability Act (HIPAA)	• Fraud and Abuse Laws • Compliance Programs • Health Care Reform • Insurance Policies • Types of Coverage
2: Medical Documentation and Coding	• Insurance Billing Specialist • Insurance Claims, Coding, & Billing Background • Medical Etiquette • Medical Ethics • Health Insurance Portability and Accountability Act (HIPAA)	• Fraud and Abuse Laws • Compliance Programs • Health Care Reform • Insurance Policies • Types of Coverage
3: Paper and Electronic Claims	• Insurance Billing Specialist • Insurance Claims, Coding, & Billing Background • Medical Etiquette • Medical Ethics • Health Insurance Portability and Accountability Act (HIPAA)	• Fraud and Abuse Laws • Compliance Programs • Health Care Reform • Insurance Policies • Types of Coverage
4: Fee & Insurance Collection	• Insurance Billing Specialist • Insurance Claims, Coding, & Billing Background • Medical Etiquette • Medical Ethics • Health Insurance Portability and Accountability Act (HIPAA)	• Fraud and Abuse Laws • Compliance Programs • Health Care Reform • Insurance Policies • Types of Coverage
5: Health Care Payers, Part 1	• Insurance Billing Specialist • Insurance Claims, Coding, & Billing Background • Medical Etiquette • Medical Ethics • Health Insurance Portability and Accountability Act (HIPAA)	• Fraud and Abuse Laws • Compliance Programs • Health Care Reform • Insurance Policies • Types of Coverage

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6: Health Care Payers, Part 2	• Insurance Billing Specialist • Insurance Claims, Coding, & Billing Background • Medical Etiquette • Medical Ethics • Health Insurance Portability and Accountability Act (HIPAA)	• Fraud and Abuse Laws • Compliance Programs • Health Care Reform • Insurance Policies • Types of Coverage
7: Inpatient & Outpatient Billing	• Insurance Billing Specialist • Insurance Claims, Coding, & Billing Background • Medical Etiquette • Medical Ethics • Health Insurance Portability and Accountability Act (HIPAA)	• Fraud and Abuse Laws • Compliance Programs • Health Care Reform • Insurance Policies • Types of Coverage

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