

■ MEDICAL INSURANCE BILLING SPECIALIST CERTIFICATE (MIBC)

Knight Campus, Warwick only

This program provides students with the knowledge, skills and abilities to process medical insurance forms and to code medical records using the CPT and ICD-CM coding systems. Upon completion of the program, students are eligible to take the national CPC (Certified Professional Coders) examination. Employment of medical records and health information technicians is expected to grow much faster than average for all occupations.

Admissions requirements:

Students applying for the Medical Insurance Billing Specialist Certificate program must be high school graduates (or equivalent).

Certificate program credits may be applied toward an Administrative Office Technology or General Studies degree.

TIP:

Full-time students should follow this schedule:

First semester:

MEDL 2350; BIOL 1070;
MEDL 2390, 2400;
OFTD 1120; ENGL 1400

Second semester:

MEDL 2410, 2420; 2460
MATH 1600

Where possible, take courses in the order they are listed.

MAJOR REQUIREMENTS

COURSE NO.	COURSE TITLE	CREDITS
Semester 1		
<input type="checkbox"/> MEDL 2350	Medical Terminology	2
<input type="checkbox"/> BIOL 1070 P	Human Anatomy and Physiology	3
<input type="checkbox"/> MEDL 2390 C	CPT Medical Insurance Coding	2
<input type="checkbox"/> MEDL 2400 C	ICD Medical Insurance Coding	1
<input type="checkbox"/> OFTD 1120	Microcomputer Keyboarding	3
<input type="checkbox"/> ENGL 1400*	Business Writing for Office Professionals	3
Semester 2		
<input type="checkbox"/> MEDL 2410 P	Medical Insurance Billing	3
<input type="checkbox"/> MEDL 2420 P	Practical Applications in Professional Medical Coding Medical Office Administration	3
<input type="checkbox"/> MEDL 2460 P	Medical Office Administration	3
<input type="checkbox"/> MATH 1600*	Business Mathematics	3
Total Certificate Credits		26

*Placement test required

C Corequisite: Course required before taking, or while taking, this course. See course description.

P This course has a prerequisite. See Course Descriptions section for class hours, prerequisites and corequisites.