

CPC® Preparation Course Syllabus

Clock Hours: 80 (Note: 80 clock hours accounts only for time spent in the online course, and does not include time spent outside the course or study time. Study time will vary widely per individual.)

Course Length: To be completed at student's own pace within a 5-month period or less. Enrollment date begins at date of purchase. Monthly course extensions may be purchased.

Class Hours: Days/Times Per Week: Online course, independent self-study, no classroom meetings; student may login to course at their own time schedule, no specific login times. Students may email course content questions to coaching staff. Certificate of Completion Issued: Yes

Course Description: The student will learn principles of medical coding related to the three main code books: CPT®, ICD-10-CM Code Set and HCPCS Level II. This course is recommended for anyone who is preparing for a career in medical coding for a physician's office and strongly recommended for anyone who is preparing for AAPC's CPC certification examination.

Course Objectives:

- Identify the purpose of the CPT®, ICD-10-CM, and HCPCS Level II code books
- Understand and apply the official ICD-10-CM coding guidelines
- Apply coding conventions when assigning diagnoses and procedure codes
- Identify the information in appendices of the CPT® code book
- Explain the determination of the levels of E/M services
- Code a wide variety of patient services using CPT®, ICD-10-CM, and HCPCS Level II codes
- List the major features of HCPCS Level II codes
- Provide practical application of coding operative reports and evaluation and management services

Course Content:

- The Business of Medicine
- Review of Anatomy
- Overview of ICD-10-CM
- Applying the ICD-10-CM Guidelines
- Accurate ICD-10-CM Coding
- Introduction to CPT®, HCPCS Level II, and Modifiers
- Integumentary System
- Musculoskeletal System
- Respiratory System
- Cardiovascular System
- Hemic & Lymphatic Systems, Mediastinum, Diaphragm
- Digestive System
- Urinary System and Male Genital System
- Female Reproductive System and Maternity Care & Delivery
- Endocrine System and Nervous System
- Special Senses (Ocular and Auditory)
- Anesthesia
- Radiology
- Pathology & Laboratory
- Evaluation & Management Services
- Medicine
- Final Exam