CODING SPECIALIST (HLCS)

Courses

HLCS 236. Pharmacology. 3 Units.
Introduces pharmacology, including a review of pharmaceuticals used in diagnosis, prevention, and treatment of disease as commonly encountered in medical records.

HLCS 238. Essentials of Human Diseases. 3 Units.
Surveys human diseases, including the etiology, pathogenesis, and clinical manifestations of commonly encountered diseases.

HLCS 239. Introduction to Health Records Science. 3 Units.
Introduces health-care facilities and the information systems involving health records. In-depth study of health record content, confidentiality of health-care information, and professional ethics.

HLCS 241. Medical Terminology. 2 Units.
Prefixes, suffixes, and root words used in the language of medicine. Terms pertaining to pathology and surgery. Terms studied by body system: gastroenterology, cardiology, neurology, musculoskeletal, dermatology, ophthalmology, otolaryngology, and respiratory.

HLCS 242. Coding I. 4 Units.
Principles and conventions of ICD-10-CM and ICD-10-PCS coding in diseases and procedures pertaining to infectious diseases; diseases of blood, endocrine, respiratory, digestive, genitourinary, skin, and musculoskeletal systems; and mental disorders.

HLCS 243. Coding II. 4 Units.
Principles and conventions of ICD-10-CM and ICD-10-PCS coding in diseases and procedures pertaining to pregnancy, perinatal conditions, poisonings, injuries, complications of medical and surgical care, the circulatory system, and neoplasms. Prerequisite: HLCS 242.

HLCS 245. Coding III. 4 Units.
Principles of current procedural coding terminology (CPT) at the intermediate level, including: surgical coding for all body systems; medical procedures; anesthesia coding; radiology, pathology, and laboratory coding for inpatient and outpatient health-care settings. Modifier assignment. Also includes laboratory practice on 3M software. Prerequisite: HLCS 243.

HLCS 254. Evaluation and Management Coding for Billing and Reimbursement. 3 Units.
Principles of billing and third-party reimbursement as they relate to physician professional coding and APC assignment for health-care institutions. Includes E & M coding conventions and modifiers. Coding for physician practice settings—including outpatient, inpatient, ER, observation, SNF, and other common settings. Covers principles of health service billing, including billing terminologies, the billing process, and universal billing forms. Includes laboratory practice using actual patient records and 3M encoding software to enhance student proficiency.

HLCS 257. Coding Special Topics. 3 Units.
Coding-system usage by reimbursement agencies, laws governing these processes, and federally supervised coding auditing to assure that the laws of coding are followed. Health-care delivery systems and internal billing and reimbursement in these settings. Requirements of state and federal coding regulatory agencies, ethics of coding, coding quality, and coding compliance. Content varies to accommodate the changing nature of health care reimbursement processes and laws. Prerequisite: HLCS 245.

HLCS 291. Computer Applications in Health Care I. 1 Unit.
Introduces health-care information systems concepts and applications. Focuses on software application in the health-care arena. Specific topics addressed include: general system theory; interoperability; specific health record applications (encoder, ADT-R, ROI, etc); electronic health records; personal health records; and patient informatics applications.

HLCS 292. Computer Applications in Health Care II. 1 Unit.
Introduces health-care information systems concepts and applications. Focuses on software application in the health-care arena. Specific topics addressed include: general system theory; interoperability; specific health record applications (encoder, ADT-R, ROI, etc); electronic health records; personal health records; and patient informatics applications. One hour required each week.

HLCS 961. Coding Practicum I. 2 Units.
Twelve-week (six hours per week) coding laboratory provides a capstone experience for students who have completed all academic course work in coding. Enables students to apply all state and national coding and reimbursement regulations to a variety of inpatient and outpatient records. Provides students the opportunity to improve speed and accuracy prior to entering the job force. Prerequisite: HLCS 257.

HLCS 962. Coding Practicum II. 2 Units.
Continues HLCS 961. HLCS 962 includes an additional twelve-week (six hours per week) coding laboratory experience under direct supervision of an instructor. Prerequisite: HLCS 961.