Medical Billing & Coding

SJVC's online Medical Billing and Coding program trains students to work on the administrative side of healthcare.

Students prepare for positions in a medical office environment and can choose the credential level that best meets their needs and career goals.
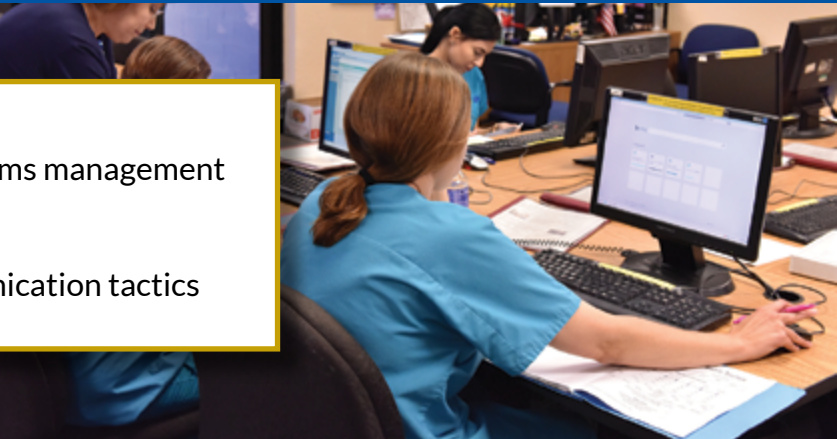
SJVC

A Private Junior College

Training Today for a Better Tomorrow

Hands-On Training

Students Learn:
- Medical insurance principles and insurance claims management
- Diagnostic and procedural medical coding
- Structural anatomy and medical terminology
- Foundational office skills and effective communication tactics

Professional Certifications

Graduates earn a Certificate of Completion or an Associate of Science degree and are eligible to take the Certified Professional Coders (CPC) exam administered by the American Academy of Professional Coders (AAPC). Graduates also earn certificates in typing, HIPAA compliance, and CPR/First Aid (BLS-HCP).

SJVC prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Career Information

Well-trained Medical Billing and Coding personnel can work for hospitals, insurance companies, medical and dental offices, healthcare clinics and more. These technicians perform the following job duties:

- Review patient records for accuracy, regulatory compliance
- Code and process patient insurance claims
- Protect the confidentiality of patient medical records
- Assign patient to diagnosis-relsted groups, using the appropriate computer software

Source: Occupational Information Network (O*Net)
www.onetonline.org

Admissions Requirements

- High School diploma or equivalent
- Wonderlic SLE assessment score of 15 or higher

Visit http://www.sjvc.edu/online-programs/technical-requirements for software and hardware requirements for your computer

sjvc.edu

Course Listing*

Core Course Requirements

Course ID	Course Name	Credit Units
COMP 101	Computer Literacy & Applications for the Professional	3.0
HCP 101	Structural Anatomy and Terminology	3.0
HCP 102	Body System Anatomy and Terminology	3.0
HCP 103	Foundational Office Skills	2.0
MBC 201	Billing and Coding Practicum	2.0**
MBC 222	Billing Applications	3.0
MBC 501	Externship	2.0**
MOP 110	Medical Insurance Principles	5.0
MOP 120	CPT and HCPCS Coding	3.0
MOP 135	Billing Principles	3.0
MOP 140	ICD Coding	3.0
MBC 101	Medical Billing & Coding Requisites	3.0***
Certificate Total		**30.0**

General Education Course Requirements

Course ID	Course Name	Credit Units
ENG 121	Composition and Reading – Part A	3.0
ENG 122	Composition and Reading – Part B	3.0
HEA 10	Health & Wellness	3.0
MTH 121	College Algebra – Part A	3.0
MTH 122	College Algebra – Part B	3.0
NSC 1	Introduction to the Natural Science	3.0
PHIL 1C	Ethics	3.0
PHIL 200	Critical Thinking	3.0
PSY 1	General Psychology	3.0
SOC 1	Introduction to Sociology	3.0
A.S. Degree Total		**60.0**

Course listings are subject to change. Reference the SJVC College Catalog for the most current program information.

**Students have the choice of either MBC 201 or MBC 501. See the Catalog for more details.*

***MBC 101 is a bridge course offered only when needed for specific enrollments. See the Catalog for more details.*

SJVC Locations

ATASCADERO
805.470.7130

LANCASTER
661.974.8282

SANTA MARIA
805.608.3104

BAKERSFIELD
661.834.0126

MADERA
559.302.2155

TEMECULA
951.296.6015

DELANO
661.778.1145

MODESTO
209.542.8800

VISALIA
559.651.2500

FRESNO
559.448.8282

ONTARIO
909.948.7582

ONLINE
877.367.7582

FRESNO - TRADES EDUCATION CENTER
559.453.0123

PORTERVILLE
559.853.4114

Program availability varies by campus location. Please see the catalog for details.

HANFORD
559.584.8840

RANCHO CORDOVA
916.638.7582

HESPERIA
760.948.1947

RANCHO MIRAGE
442.305.7701

sjvc.edu