Alexandria Technical and Community College

ADMM 1670: Medical Billing

A. COURSE DESCRIPTION
   Credits: 3
   Lecture Hours/Week: 3
   Lab Hours/Week: 0
   OJT Hours/Week: *.*
   Prerequisites: None
   Corequisites: None
   MnTC Goals: None
   This course introduces the student to health insurance and reimbursement. The student will understand the health insurance industry, legal and regulatory issues, and differences in reimbursement methodologies. The student will learn principles of medical billing related to proper claim form preparation, submission and payment processing, and the follow-up process.

B. COURSE EFFECTIVE DATES: 03/23/2023 - Present

C. OUTLINE OF MAJOR CONTENT AREAS
   1. Examine healthcare from a medical billing perspective.
   2. Review health insurance models.
   3. Understand the legal regulatory considerations involved in health care reimbursement and collections.
   4. Explain the process of an insurance claim.
   5. Demonstrate the ability to use the three major coding manuals (procedural, diagnostic, modifiers).
   6. Apply medical necessity standards.
   7. Explain the follow-up process for accounts receivable.
   8. Explain the top denials by insurance carriers.
   9. Understand National Correct Coding Initiative (NCCI), National Coverage Determinations (NCDs), and Local Coverage Determinations (LCDs).

D. LEARNING OUTCOMES (General)
   1. The learner will understand the principles of medical billing.
   2. The learner will demonstrate an understanding of medical billing terminology.
   3. The learner will demonstrate critical thinking and active learning skills.

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies
   None

F. LEARNER OUTCOMES ASSESSMENT
   As noted on course syllabus

G. SPECIAL INFORMATION
   None noted