

**J. Sargeant Reynolds Community College
Course Content Summary**

Course Prefix and Number: HIM 295

Credits: 2

Course Title: Topics in Advanced Health Records Coding

Course Description (including lecture hours, lab hours, total contacts)

Provides an opportunity to explore topical areas in Advanced Health Records Coding and prepares prospective graduates for the national certification exam. Prerequisite: HIM 253. Pre- or Co-requisite: HIM 254. Lecture 2 hours per week.

General Course Purpose

The purpose of this course is to act as a capstone course for the curriculum. This course is designed to ensure the student has the theoretical and practical coding skills needed to be an effective health records coder and prepare students for the national professional coding certification.

Course Prerequisites/Corequisites (*Entry-level competencies **required** for enrollment*)

Prerequisite: HIM 253

Pre- or Co-requisite: HIM 254

Course Objectives

Upon completing the course, the student will be able to:

- a. Have a basic understanding to the format of CPT codes as well as CPT coding conventions.
- b. Have the necessary understanding of ICD 9 codes and the proper techniques for indexing the appropriate codes.
- c. Identify ways to ensure accurate code assignment through the application of coding guidelines from American Medical Association (AMA) and Center for Medicare (CMS) in preparation for the CCS examination.
- d. Apply content learned from previous HIM classes in preparation for the CCS exam through timed exams similar to the actual CCS exam and its all inclusive content.

Major Topics to be Included

- a. Review of ICD-9 and CPT-4 systems
- b. Utilization of coding practices in various health care settings, including hospitals, long-term care facilities, out-patient, and other settings
- c. Health information documentation
- d. Regulatory guidelines
- e. Data quality and management
- f. Privacy legal and ethical issues
- g. CCS exam preparation strategies through coding practice, and application of recall.

Effective Date of Course Content Summary (Month, Date Year): July 1, 2009