



# Healthcare Billing & Coding Specialized Diploma (2019-20 Catalog)

Developmental Education Courses (if required)		
<input type="checkbox"/>	ACLS050	Introduction to Academic Literacy
<input type="checkbox"/>	ENGL027	Writing Skills Workshop

## SEMESTER-BY-SEMESTER PROGRAM MAP FOR FULL-TIME STUDENTS

Courses are listed in preferred order of completion

Plans can be modified to fit student needs by adding more semesters

Choose your courses with your Advisor.

Location: B= BETH, M= MROE, S=SBTH, E= ESTN, D= DIST *subject to change										
complete	Course #	Course Title	Credits	Gen Ed	Fall	Winter	Spring	Summer	Pre-requisites / Co-requisites	
Semester 1	<input type="checkbox"/>	COLS101	College Success	1		B, M, D	----	B, M, D	D	
	<input type="checkbox"/>	BIOS130	Basics of Human Anatomy & Physiology	4		B,M,D	----	B,M,D	B	Restricted to HCOA, MA, Social Work
	<input type="checkbox"/>	HCOA154	Medical Terminology	3		B,E,D	----	B,E,D	D	
			Total Semester Credits:	8						
Semester 2	<input type="checkbox"/>	HCOA172	Health Insurance Basics	3		B,D	----	B,D	D	PRE: HCOA154
	<input type="checkbox"/>	HCOA175	ICD-10-CM/PCS Coding Methodologies	3		B,D	----	B,D	D	PRE: HCOA154
	<input type="checkbox"/>	HCOA176	CPT Coding Methodology	3		B,D	----	B,D	D	PRE: HCOA154
			Total Semester Credits:	9						
Semester 3	<input type="checkbox"/>	HCOA270	Advanced Coding	3		B,D	----	B,D	----	HCOA175 & HCOA176
	<input type="checkbox"/>	HCOA275	Capstone Simulation for Coding	2		D	----	B	----	HCOA175 & HCOA176
			Total Semester Credits:	5						
Total Degree Credits			22							

### Notes:

Students should take HCOA154 in the first semester as it is a pre-req for many other courses in the program

### Career Information:

The Healthcare Office Specialist provides students with a pathway to a variety of healthcare office careers. Healthcare Office Specialist career paths may include, but are not limited to careers such as health information technician, patient account representative, medical billing specialist, health unit coordinator, medical secretary, or patient coordinator. Earning potential within the field may range from \$13-\$24 per hour (source: U.S. Department of Labor: Bureau of Labor Statistics, 2014). For additional information, including the ability to explore local healthcare office employment opportunities in your area visit our Career Coach tool by clicking this link: <https://northampton.emsicc.com/>