Medical Billing Specialist

Certificate of Applied Science Degree

Gainful Employment Programs Information (http://www.gfcmsu.edu/webs/gepi/medbilling.html)

NOTE: This program is in moratorium and will not be accepting new students.

The Medical Billing Specialist works in a variety of settings, including medical management organizations, physician’s offices, hospitals, clinics, group practices, billing companies, and education. Students in this Certificate program are trained as entry-level billing specialists. All courses in this curriculum can be applied to the AAS in Medical Billing and Coding.

Outcomes

Graduates are prepared to:

- Abstract information from patient records for reimbursement purposes.
- Use current ICD and CPT coding appropriately.
- Complete "clean" claims, CMS/UB-92, for private insurances and government programs such as TRICARE, Medicare, Medicaid, and Worker's Compensation.
- Analyze explanations of benefits (EOBs) and Remittance Advice (RA) forms and post to patient accounts.
- Amend incorrect claims, appeal claims that did not pay correctly, and trace outstanding claims.
- Understand and work within HIPPA guidelines for medical facilities.
- Interact and communicate with other healthcare workers in a professional manner, following medicolegal and ethical standards.

Estimated Cost

Estimated Resident Program Cost*

<table>
<thead>
<tr>
<th>Tuition and Fees</th>
<th>$5,127</th>
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<tbody>
<tr>
<td>Application Fee</td>
<td>$30</td>
</tr>
<tr>
<td>Books/Supplies</td>
<td>$1,706</td>
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<tr>
<td>Total</td>
<td>$6,863</td>
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* Fall 2017 MUS Student Health Insurance Premiums will be changing. Please check the Health Insurance website (http://students.gfcmsu.edu/insurance.html) and/or Student Central for confirmed premium rates. Students will be charged an additional fee of $21 per credit for online/hybrid courses.

Program Requirements

Many students need preliminary math, science, and writing courses before enrolling in the program requirements. These courses may increase the total number of program credits. Students should review their math and writing placement before planning out their full program schedules.

Students wishing to enter the Medical Billing Specialist program are strongly advised to be proficient in keyboarding and typing.