

Medical Billing and Coding

As a medical billing and coding professional, you will act as the key link between healthcare providers, patients and insurance companies.

This fast-paced profession demands excellent concentration and focus, as well as a strong attention to detail. On a daily basis, medical billing and coding specialists are required to correctly code patients' charts and send claims to insurance companies for processing.



Trusted. Respected. Preferred.

Medical Billing and Coding Course Outline

Career Prep Sequence

Course #	Course	Theory	Lab	Extern	Credits
CSK 100	Study Skills*	15			1.0
CAT 150	Anatomy, Physiology, and Terminology*	55			3.5
CCB 100	Computer Basics*		15		0.5
CMF 95	Math Fundamentals*	20			1.0
CHS 100	CPR & First Aid*	10	5		0.5
Career Prep Sequence Total		100	20		6.5

*Successful completion of CSK 100, CAT 150, CHS100, CCB 100, and CMF 95 is required prior to externship.

Professional Sequence I**

Course #	Course	Theory	Lab	Extern	Credits
HCA 105	Medical Office Management	30	12		2.0
HCA 110	Insurance, Billing, and Coding Fundamentals	15			1.0
HCA 115	Professional Documentation	15			1.0
HCA 120	Sequence I Administrative Applications		48		1.5
Professional Sequence I Total		60	60		5.5

**Professional Sequence I must be successfully completed prior to entrance into Professional Sequences II, III, IV. Professional Sequences II, III, and IV can be completed in any order.

Professional Sequence II

Course #	Course	Theory	Lab	Extern	Credits
MBC 110	Principles of Insurance	15			1.0
MBC 120	Clinical Diagnostic Medical Coding	45	30		4.0
MBC 135	Medical Terminology and Patient Records		30		1.0
Professional Sequence II Total		60	60		6.0

Professional Sequence III

Course #	Course	Theory	Lab	Extern	Credits
MBC 115	Electronic Health Records		15		0.5
MBC 125	Hospital Diagnostic Medical Coding	45	30		4.0
MBC 130	Medical Billing and Reimbursement Methods	30			2.0
Professional Sequence III Total		75	45		6.5

Professional Sequence IV

Course #	Course	Theory	Lab	Extern	Credits
MBC 140	Procedural Medical Coding	45	30		4.0
MBC 145	Medical Law and Ethics	15			1.0
MBC 150	Claims Management	15	15		1.5
Professional Sequence IV Total		75	45		6.5

Capstone Sequence

Course #	Course	Theory	Lab	Extern	Credits
MBC 180	Certification Review	30	30		3.0
MBC 210	Medical Insurance, Billing, and Coding Capstone		30	160	4.5
Capstone Sequence Total		30	60	160	7.5

Program Totals **400** **290** **160** **38.5**

What You Will Learn

You will develop and learn the traits and skills needed to perform as a competent, entry-level medical billing and coding professional.

Students develop practical knowledge of medical terminology, medical insurance, billing and reimbursement methodology, patient records, principles of diagnostic and procedural coding, and claims management.

This is a blended program with courses conducted both online and on-campus.

Job Outlook

According to the U.S. Bureau of Labor Statistics, employment of medical records and health information technicians is projected to grow 9 percent from 2023 to 2033, much faster than average for all occupations. The demand for health services is expected to increase as the population ages.[†]

Employment

Medical billing and coding professionals have a variety of career options upon graduation, including hospitals, medical offices and insurance companies.

[†]Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, Medical Records and Health Information Technicians, on the Internet at <https://www.bls.gov/ooh/healthcare/medical-records-and-health-information-technicians.htm> (visited January 11, 2025).



- Hands-on training
- Financial aid if qualified
- Career planning services

PMI offers FINANCIAL ASSISTANCE to those who qualify. CAREER PLANNING SERVICES and CAPSTONE EXTERNSHIPS are also provided for eligible students. Check availability on DAY and EVENING classes. Not all programs are offered at all campuses. For consumer info visit pmi.edu/consumerinfo.