

CTE Course Description and Standards Crosswalk

Course Information

Course Name	Medical Coding & Billing Semester 1
Course Number	84111
Number of High School Credits	0.5
Sequence or CTEPS (You must first have the Sequence or CTEPS entered into the EED-CTE system.)	Health Informatics
Date of district Course Revision	February 2015

Career & Technical Student Organization (CTSO)

CTSO embedded in this sequence	HOSA
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Occupational Standards

Source of Occupational Standards	National Consortium, for Health Science and Technology Education (NCHSTE)
Names/Numbers of Occupational Standards	NCHSTE 1-11

Registration Information

Course Description (brief paragraph – as shown in your student handbook or course list)	Medical Coding and Billing is designed to help students acquire basic skills in health insurance claims preparation. After finishing this course, students will be better prepared to enter into a high demand, high paying career as medical coders.
Instructional Topic Headings (please separate each heading by a semi-colon)	Responsibilities of the insurance specialist; Plan options; Third party payer requirements; State and federal regulations; Reimbursement guidelines; Abstracting relevant information from source documents; Completing claims forms accurately; Coding diagnosis and procedures

Summative Assessments and Standards

Technical Skills Assessment (TSA)	No
Course addresses:	
New Alaska ELA and Math Standards	Yes
Alaska Cultural Standards	Yes
All Aspects of Industry (AAI)	Yes
Core Technical Standards	Yes
Employability Standards	Yes

Employability Standards

Source of Employability Standards	State of Alaska
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Tech Prep

Current Tech Prep Articulation Agreement? (Y/N)	No
Date of Current Agreement	
Postsecondary Institution Name	
Postsecondary Course Name	
Postsecondary Course Number	

of Postsecondary Credits

Source/Organization/ Agency	Acronym	Website or Location of Information	Section, Chapters, etc. referenced in Performance Standards	Date of Edition or Version
National Consortium on Health Science and Technology National Health Science Career Cluster Model	NCHSTE	www.nchste.org	Health Informatics Pathway Standards & Accountability Criteria	11/18/02

Additional CTE Course Information

Author	
Course developed by	Revised by Kathleen Foxley
Course adapted from	Medical Coding and Billing
Date of previous course revision	December 2006
Course Delivery Model	
Is the course brokered through another institution or agency? (Y/N)	No

Standards Alignment

Student Performance Standards (Learner Outcomes or Knowledge & Skill Statements)	Specific Occupational Skills Standard	Common Technical Core Standards	New Alaska ENG/LA Standards	New Alaska Math Standards	Alaska Cultural Standards	Employability/ Career Readiness Standards	All Aspects of Industry/ Systems	Assessment
Explore and identify reasons for increased employment opportunities for health insurance specialists.	<u>NCHSTE</u> 3	HL1-6	SL.9-12.1.a-d SL.9-12.4 L.9-12.6 WHST.9-12.8,9 RST.9-12.7	S-ID.9 S-IC.6 S-MD.6,7	B2	A1,2,3 B2,3	Technical Skills Work Habits	Class Discussions Written Assignment Interviews Unit Assessments Final Exams Research Project Student Presentation Portfolio
List and explain the tasks a health insurance specialist would accomplish on the job.	<u>NCHSTE</u> 3, 10, 11	HL1-6	SL.9-12.1.a-d SL.9-12.4 L.9-12.6 WHST.9-12.8,9 RST.9-12.7 L.9-10.2.a-c	S-IC.6 S-MD.6,7	B2	A2	Technical Skills Work Habits Community	Class Discussions Written Assignment Interviews Unit Assessments Final Exams Research Project Student Presentation Portfolio

DISTRICT NAME: Mat-Su Borough School District

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List the four methods of reimbursement seen in today's health care practices.	<u>NCHSTE</u> 1.3, 3, 10, 11	HL1,2,4	SL.9-12.1.a-d SL.9-12.4 L.9-12.6 WHST.9-12.8,9 RST.9-12.4,7	S-IC.6 S-MD.6,7	B2	A2	Technical Skills	Class Discussions Written Assignment Interviews Unit Assessments Final Exams Research Project Student Presentation Portfolio
Define and describe a patient record retention policy for the physician's office.	<u>NCHSTE</u> 2.3, 5, 6, 11.1	HL-HI 1-3	SL.9-12.4 L.9-12.6 WHST.9-12.8,2.a-f RST.9-12.4	S-IC.6 S-MD.6,7	B2,4	A2,5	Technical Skills	Class Discussions Written Assignment Interviews Unit Assessments Final Exams Research Project Student Presentation
Identify diagnostic codes using the ICD-9-CM Coding system.	<u>NCHSTE</u> 1.1, 1.2, 2.2, 2.3, 3.1, 11.1	HL-HI 1-3 HL-SUP 3,4	L.9-12.6 RST.9-12.4 WHST.9-12.8	S-IC.6 S-MD.6,7	B2,4	A2	Technical Skills Technology	Class Discussions Written Assignment Interviews Unit Assessments Final Exams Research Project Student Presentation Portfolio
Explain the process of determining the correct carrier for a HCCPCS (Health Care Common Procedure Coding System).	<u>NCHSTE</u> 3.1	HL-SUP 1,3,4	SL.9-12.1.a-C SL.9-12.4 L.9-12.6 WHST.9-12.8,9 RST.9-12.4	S-IC.6 S-MD.6,7	B2	A2	Technical Skills	Class Discussions Written Assignment Interviews Unit Assessments Final Exams Research Project

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								Student Presentation Portfolio
Accurately describe the process to complete commercial primary supplemental fee-for-service claims.	<u>NCHSTE</u> 1.3, 2.2, 2.3, 3.1, 5.1, 11	HL-SUP 1,3,4	L.9-12.6 RST.9-12.3,4	S-IC.6 S-MD.5	B2,4	A2	Technical Skills Technology	Class Discussions Written Assignment Interviews Unit Assessments Final Exams Research Project Student Presentation Portfolio
Accurately describe the process to complete Blue Cross and Blue Shield claims.	<u>NCHSTE</u> 1.3, 2.2, 2.3, 3.1, 5.1, 11	HL-SUP 1,3,4	L.9-12.6 RST.9-12.3,4	S-IC.6 S-MD.5	B2,4	A2	Technical Skills Technology	Class Discussions Written Assignment Interviews Unit Assessments Final Exams Research Project Student Presentation Portfolio
Accurately describe the process to file traditional Medicare claims.	<u>NCHSTE</u> 1.3, 2.2, 2.3, 3.1, 5.1, 11	HL-SUP 1,3,4	L.9-12.6 RST.9-12.3,4	S-IC.6 S-MD.5	B2,4	A2	Technical Skills Technology	Class Discussions Written Assignment Interviews Unit Assessments Final Exams Research Project Student Presentation Portfolio
Accurately describe the process to file First Report of Injury Reports and claim forms.	<u>NCHSTE</u> 1, 2.2, 2.3, 3.1, 5.1, 11	HL1,3,4	L.9-12.6 RST.9-12.3,4	S-IC.6 S-MD.5	B2,4	A2	Technical Skills Technology	Class Discussions Written Assignment

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								Interviews Unit Assessments Final Exams Research Project Student Presentation Portfolio
Participate in CTSO classroom activities.	<u>NCHSTE</u> 2.1, 2.2, 4.1, 4.2, 8	HL1-6 SL-SUP 1-5	L.9-12.6 RST.9-12.4 WHST.9-12.8	S-IC.6 S-MD.6,7	B2,3,4	A1,2,5,7 B1-5	Technical Skills Work Habits Community	Class Discussions Written Assignment Interviews Unit Assessments Final Exams Research Project Student Presentation Portfolio

Instructional Resources

List the major instructional resources used for this course: (websites, textbooks, essential equipment, reference materials, supplies)