## California State University Channel Islands

## **NEW COURSE PROPOSAL**

Courses must be submitted by November 2, 2009, for priority catalog review.

DATE (Change if modified and redate file with current date))
PROGRAM AREA(S)

7-27-2010; REV 11.1.10; REV 11.22.10
HEALTH SCIENCE

1. Course Information. [Follow accepted catalog format.]

Prefix(es) (Add additional prefixes if cross-listed) and Course No. HLTH 200

Title: DIAGNOSTIC AND PROCEDURAL CODING Units: 2

x Prerequisites HLTH 100

Corequisites

Consent of Instructor Required for Enrollment

**Catalog Description** (Do not use any symbols ): Covers the medical billing and coding system and legal, ethical and regulatory concepts; regulatory concepts including HIPAA compliance requirements, health care industry-specific techniques for filing insurance and performing diagnostic and procedural coding tasks.

Grading Scheme:		Re	Repeatability:		Course Level Information:	
x A-F Grades			Repeatable for a maximum of		x Undergraduate	
		uni	ts			
	Credit/No Credit	Tot	Total Completions Allowed			Post-Baccalaureate/Credential
	Optional (Student Choice)		Multiple Enrollment in Same Semester			Graduate

Mode of Instruction/Components (Hours per Unit are defaulted).

	-	Hours per	Benchmark Enrollment	Graded Component	CS & HEGIS # (Filled in by the $De \Box n$ )
	Units	Unit			
Lecture	2	1	30	X	
Seminar		1			
Laboratory		3			
Activity		2		_	
Field					
Studies				_	
Indep Study					
Other Blank					

Leave the following hours per week areas blank. The hours per week will be filled out for you.

2 hours lecture per week

hours blank per week

## 2. Course Attributes:

General Education Categories: All courses with GE category notations (including deletions) must be submitted to the GE website: <a href="http://summit.csuci.edu/geapproval">http://summit.csuci.edu/geapproval</a>. Upon completion, the GE Committee will forward your documents to the Curriculum Committee for further processing.

A (English Language, Communication, Critical Thinking)

A-1 Oral Communication

A-2 English Writing

A-3 Critical Thinking

**B** (Mathematics, Sciences & Technology)

**B-1 Physical Sciences** 

B-2 Life Sciences – Biology

B-3 Mathematics – Mathematics and Applications

B-4 Computers and Information Technology

C (Fine Arts, Literature, Languages & Cultures)

C-1 Art

C-2 Literature Courses

C-3a Language

C-3b Multicultural
D (Social Perspectives)
E (Human Psychological and Physiological Perspectives)
UDIGE/INTD Interdisciplinary
Meets University Writing Requirement
Meets University Language Requirement

American Institutions, Title V Section 40404: Government US Constitution US History
Refer to website, Exec Order 405, for more information: <a href="http://senate.csuci.edu/comm/curriculum/resources.htm">http://senate.csuci.edu/comm/curriculum/resources.htm</a>
Service Learning Course (Approval from the Center for Community Engagement must be received before you can request this course attribute).

3. Justification and Requirements for the Course. (Make a brief statement to justify the need for the course)

A. Justification: This is a required course for the BS in Health Science with an Emphasis in Health Informatics degree program. It provides students the skill sets needed to be competitive in the health care workforce as well as the credentials through certification to prove qualifications.

B. Degree Requirement:

x Requirement for the Major/Minor
Elective for the Major/Minor
Free Elective

Note: Submit Program Modification if this course changes your program.

**4. Learning Objectives.** (List in numerical order. You may wish to use the following resource in utilizing measurable verbs: http://senate.csuci.edu/comm/curriculum/resources.htm)

Upon completion of the course, the student will be able to:

Demonstrate an understanding of the differences between Commercial, HMO/PPO, Federal and State insurance plans, including eligibility and coverage, preauthorization, certification, and referrals, as well as reimbursement methodologies.

Explain the legal and ethical responsibilities of an administrative medical specialist, including the HIPAA mandates, the rules for maintaining privacy of medical records and protected health information, and the types of consents and disclosures that are required in a medical office environment.

Demonstrate a proficiency in billing and reimbursement, including insurance and patient billing, payment processing, and claims review, correction, and appeals.

Demonstrate a proficiency in diagnostic and procedural coding using the ICD-9, CPT, and HCPCS coding manuals.

5. Course Content in Outline Form. [Be as brief as possible, but use as much space as necessary]

Module 1: Introduction to MBC Module 2: Law, Ethics & HIPAA

Health Insurance Portability and Accountability Act (HIPAA)

Law & Ethics

Module 3: Billing & Reimbursement

Billing & Reimbursement

CMS-1500 Claim Form (Provider)

**Insurance Carriers** 

Blue Cross/Blue Shield

Medicare

Medicaid

**TRICARE** 

Worker's Compensation

Reimbursement & Follow-up

Module 4: Diagnostic Coding

Diagnosis Coding Overview

Abstracting from the Medical Document

ICD9 Conventions, Layout and Guidelines

Steps for Diagnostic Coding

ICD9 Guidelines by Body System

Module 5: Procedural Coding **CPT Overview** Evaluation & Management Coding Anesthesia Coding Surgery Coding (by body and organ system) Laboratory & Pathology Coding Radiology Coding Medicine Coding **HCPCS** Level II Coding Module 6: Completion & Certification Prep Instructions for marking course complete **Employment Strategies** Certification Steps to access National Health careers Association Does this course content overlap with a course offered in your academic program? Yes No x If YES, what course(s) and provide a justification of the overlap. Does this course content overlap a course offered in another academic area? **Yes** No x If YES, what course(s) and provide a justification of the overlap. Overlapping courses require Chairs' signatures. **Cross-listed Courses** (*Please note each prefix in item No. 1*) **A.** List Cross-listed Courses (Signature of Academic Chair(s) of the other academic area(s) is required). List each cross-listed prefix for the course: **B.** Program responsible for staffing: Health Science **7. References.** [Provide 3 - 5 references] A Guide to Health Insurance Billing, Marie A Moisio, Publisher: Thomson Delmar Learning; 1 edition. 2000, ISBN-10: 0766812073 Medical Billing, Coding, and Reimbursement. Loretta Sinclair, Publisher: Annotation Press, 2007, ISBN-10: 1599770067 Step-by-Step Medical Coding 2010 Edition. Carol J. Buck Publisher: Saunders, 2009, ISBN-10: 1416068368 Current Year's CPT Coding Manual Current Year's ICD-9-CM Coding Manual **Tenure Track Faculty Qualified to Teach This Course.** Health Science faculty **Requested Effective Date:** First semester offered: F2012

### 10. New Resources Requested. Yes x No

If YES, list the resources needed.

A. Computer Needs (data processing, audio visual, broadcasting, other equipment, etc.)

B. Library Needs (streaming media, video hosting, databases, exhibit space, etc.)

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-	Proposer of Course (Type in name Signatures will be collected after Curriculum approval)	Date	
	Ching-Hua Wang	7-27-2010	
11.	Will this new course alter any degree, credential, certificate, or minor in your program If, YES attach a program update or program modification form for all programs aff Priority deadline for New Minors and Programs: October 5, 2009 of preceding year.  Priority deadline for Course Proposals and Modifications: November 2, 2009, of preceding Last day to submit forms to be considered during the current academic year: April 15 <sup>th</sup> .	fected.	No x
	E. Other		
	D. Lab Fee Requested (please refer to Dean's Office for additional processing) Yes	No	
	C. Facility/Space/Transportation Needs		

# **Approval Sheet**

Program/Course:	
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If your course has a General Education Component or involves Center affiliation, the Center will also sign off during the approval process.

Multiple Chair fields are available for cross-listed courses.

Program Chair			
	Signature	Date	
Program Chair			
	Signature	Date	
Program Chair			
	Signature	Date	
General Education Chair			
	Signature	Date	
Center for International Affairs Director			
	Signature	Date	
Center for Integrative Studies Director			
·	Signature	Date	
Center for Multicultural Engagement Director			
	Signature	Date	
Center for Civic Engagement Director			
	Signature	Date	
Curriculum Chair			
<u> </u>	Signature	Date	
Dean of Faculty			
	Signature	Date	