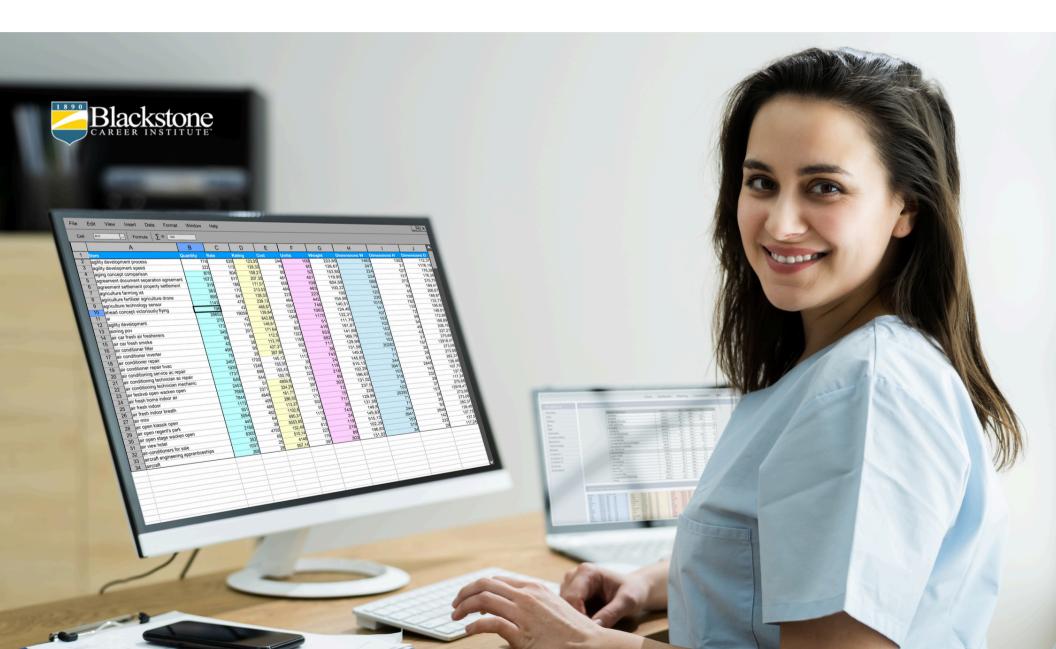
Medical Billing PROGRAM OUTLINE



PROGRAM OVERVIEW

Blackstone's Medical Billing course is designed for medical administrative assistants looking to increase their skill set or those who want to explore an allied health profession. Medical billers work in a variety of settings, mainly corresponding with patients and insurance carriers to collect, process, and post payments to patient accounts.

PROGRAM OUTLINE

- Unit I | Blackstone's Skills for Success
- Unit II | Introduction to Computers, the Internet and Electronic Communication
- Unit III | Introduction to Insurance and Coding 1
- Unit IV | Introduction to Insurance and Coding 2
- Unit V | Introduction to Insurance and Coding 3

Blackstone's Skills for Success

UNIT I



Chapter 1: Discover How You Learn Chapter 2: Find a Place to Study Chapter 3: Learn How to Study Introduction to Computers, the Internet and Electronic Communication

UNIT II

Chapter 1: Introduction to Computers Chapter 2: The Internet Chapter 3: Electronic Communication

Introduction to Insurance and Coding 1

UNIT III

Chapter 1: Role of an Insurance Billing Specialist Chapter 2: Privacy, Security and HIPAA Chapter 3: Compliance, Fraud, and Abuse Chapter 4: Basics of Health Insurance Chapter 5: The Blue Plans, Private Insurance, and Managed Care Plans Chapter 6: Medicare Chapter 7: Medicaid and Other State Programs Chapter 8: Tricare and Veterans' Health Care Chapter 9: Workers' Compensation Chapter 10: Disability Income Insurance and Disability Benefit Programs

Introduction to Insurance and Coding 2

UNIT IV

Chapter 11: Medical Documentation and the Electronic Health Record Chapter 12: Diagnostic Coding Chapter 13: Procedural Coding Chapter 14: The Paper Claim CMS-1500 Chapter 15: The Electronic Claim

Introduction to Insurance and Coding 3

UNIT V



Chapter 16: Receiving Payments and Insurance Problem Solving Chapter 17: Collection Strategies Chapter 18: Ambulatory Surgical Center Chapter 19: Hospital Outpatient and Inpatient Billing Chapter 20: Seeking a Job and Attaining Professional Advancement

PROGRAM OUTCOMES

Identify common learning strategies

Describe how computers, internet and electronic communication impact the workplace today

Describe the duties of a medical biller

Explain the various types of health insurance

Examine the life cycle of an insurance claim

Compare and contrast electronic and paper claim processes

WHY CHOOSE BLACKSTONE

ADMISSIONS TEAM

STUDENT SERVICES

ACCREDITED SCHOOL

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