

BAT - MB21: Medical Billing Clerk TCC (replaces 5DO1: Medical Billing Clerk in the Quarter System)

The Medical Billing Clerk certificate program provides instruction in medical insurance and medical billing for reimbursement purposes.

Career Opportunities

Graduates may find employment in providers' offices, hospitals, health insurance companies, home health agencies, and independent billing centers.

Credit Required for Completion: Minimum of 20 credit hours

Curriculum

	Program Course	Credits
	<i>Occupational Courses</i>	
_____	ALHS 1011 Anatomy and Physiology	5
_____	ALHS 1090 Medical Terminology for Allied Health Sciences	2
_____	BUSN 1440 Document Production	4
	*Prerequisite is BUS 1100 or ability to key at least 30 words per minute. See Admissions Office for testing.	
_____	BUSN 2370 Medical Office Billing/Coding/Insurance	3
_____	COMP 1000 Introduction to Computers	3
	<i>Occupational Electives Courses (5 credits from the list below)</i>	
_____	BUSN 1100 Introduction to Keyboarding	3
_____	BUSN 1300 Introduction to Business	3
_____	BUSN 2340 Medical Administrative Procedures	4
_____	BUSN 2350 Computerized Medical Office Skills	2