

Certificate: Medical Billing & Coding

Curriculum Chair: Prof. Janet Ranucci CLA-48 Tel # (914) 606-6661 Email: <u>Janet.Ranucci@sunywcc.edu</u>
Associate Dean: Jeffrey Conte CLA-201 Tel# (914) 606-6795 Email: <u>Jeffrey.Conte@sunywcc.edu</u>

	Developmental Courses as required based on placement scores
	No Developmental Courses Required
	ENG 91 Writing for College 1 – Score of 4 E Code 1 and below
	ENG 92 Writing for College 2 – Score of 6 E Code 2
	ESL 94 Academic Writing 1 – Score of 5 or 6 E Code 6
3□	ESL 122 Academic Writing 2 (3 credits) – Score of 7 E Code 7
	MATH 92 Pre-Algebra – Arithmetic score 44 and below, Elementary Algebra 54 and below
	MATH 93 Beginning Algebra – Arithmetic score 45 and above, Elementary Algebra 54 and below OR
	MATH 94 Math Literacy – Arithmetic score 45 and above, Elementary Algebra 54 and below
	READ 93 Foundation of College Reading – Score of 57 and below
3□	READ 105 Analytical Reading (3 credits) – Score of 58 and higher

	Program of Study					
4□	NHSCI 101 – Medical Terminology Choose an item.					
3□	MBC 120 – Medical Office Administration Choose an item.					
3□	MBC 205 – Medical Coding/ICD 9: NHSCI 101 is the prerequisite. The American Health Information Association (AHIMA), which certifies medical coders, has announced that its coding exams will continue testing on ICD9. It's important that students and advisors are aware that in Fall 2014, MBC 205 Medical Coding/ICD9 is the required course, NOT MBC 210, which is ICD10. Choose an item.					
3□	MBC 160 – Medical Billing and Information Management: Basic computer experience recommended. Choose an item.					
3□ ✓	MBC 220 – Medical Coding/CPT4: MBC 205 or OFTEC 119 are prerequisites. Choose an item.					
	OFTEC 240 – Business Communications Choose an item.					
	OFTEC ELECTIVE*: Select one course from list (3 credits) OFTEC 110 – Information Processing with Keyboarding, OFTEC 120 – Document Processing: Editing and Formatting, OFTEC 220 – Document Design and Desktop Publishing, OFTEC 210 – Spreadsheet and Database Applications: Offered Spring Semester, or OFTEC 230 – Integrated Office Applications: Offered Spring Semester.					
3□						

SEEN BY: Completed credits of 22 required

NOTES:

^{*} See Curriculum Chairperson if you need assistance selecting the appropriate course.



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Recommended A	ompleted credits	of 22 r	equired			
Fall One		Spring One		Summer		
Class	Credits	Class	Credits	Class	Session	Credits
NHSCI 101 – Medical Terminology	4	MBC 205 – Medical Coding/ICD 9	3			
MBC 120 – Medical Office Administration	3	MBC 160 – Medical Billing and Information Management	3			
		OFTEC ELECTIVE	3			
Fall Two		Spring Two		Summer		
<u>Class</u>	Credits	Class	Credits	<u>Class</u>	Session	Credits
MBC 220 – Medical Coding/CPT4	3					
OFTEC 240 – Business Communications	3					