

# MEDICAL CODING

Certificate

The Healthcare Management Technology curriculum is designed to prepare students for employment in healthcare business and financial operations. Students will gain a comprehensive understanding of the application of management principles to the healthcare environment.

To learn more visit [www.piedmontcc.edu/medcoding](http://www.piedmontcc.edu/medcoding)

## More about MEDICAL CODING

The Healthcare Management Technology curriculum is designed to prepare students for employment in healthcare business and financial operations. Students will gain a comprehensive understanding of the application of management principles to the healthcare environment.

The curriculum places emphasis on planning, organizing, directing, and controlling tasks related to healthcare organizational objectives including the legal and ethical environment. Emphasis is placed on the development of effective communication, managerial, and supervisory skills.

## Outlook for EMPLOYMENT

Graduates may find employment in healthcare settings including hospitals, medical offices, clinics, long-term care facilities, and insurance companies. Graduates are eligible to sit for various certification exams upon completion of the degree with a combination of a minimum of two years administrative experience. Eligible certifications include, but are not limited to, the Professional Association of Healthcare Office Managers (PAHCOM), the Healthcare Financial Management Association (HFMA), the Certified Patient Account Manager (CPAM) and the Certified Manager of Patient Accounts (CMPA) examinations.

## CERTIFICATE Suggested Course Sequence Full-time Student

Course#	Course Name	CL.	LB.	CLIN.	CR.
<b>FALL SEMESTER</b>					
MED 121	Med Terms I-Med Office (1st 8 weeks)	3	0	0	3
MED 122	Med Terms II Med Office	3	0	0	3
OST 247	Procedure Coding (2nd 8 wks)	2	2	0	3
OST 248	Diagnostic Coding (1st 8 wks)	2	2	0	3
OST 249	CPC Certification (2nd 8 wks)	2	3	0	3
OST 250	Long Term Care Coding	2	2	0	3
		<b>14</b>	<b>9</b>	<b>0</b>	<b>18</b>

**TOTAL SEMESTER HOURS REQUIRED FOR CERTIFICATE: 18**

## Requirements for ADMISSIONS

- Submit a complete Application for Admission to the Office of Admissions.
- Submit official transcript(s) of high school education and all post-high school course work to the Office of Admissions if requested. Office GED scores or transcript of courses for the Adult High School Diploma may be submitted in lieu of the high school transcript.
- Complete the Admission Placement Test.
- Certificate admission requirements may vary. Contact the Admissions Office for details.

## Program CONTACTS

Paula Eubanks  
(336) 322-2158  
[paula.eubanks@piedmontcc.edu](mailto:paula.eubanks@piedmontcc.edu)  
Person County Campus - L112

Alisa Montgomery, Dean  
(336) 322-2213  
[alisa.montgomery@piedmontcc.edu](mailto:alisa.montgomery@piedmontcc.edu)  
Person County Campus - L111