

HEALTH CARE ADMINISTRATION CONCENTRATION IN BILLING AND CODING

Requirements: 60 Semester Hours; 1016 – 1046 Clock Hours

The Associate of Arts Degree in Health Care Administration with a concentration in Billing and Coding is a comprehensive 16-month program that provides an overview of a broad range of health care concepts with an emphasis on their financial aspects. The curriculum includes basic computer operations and applications, and the degree program also features a general education component. It's a great career choice for those interested in the inner workings of health care administration.

COURSE NUMBER	SEMESTER HOURS	COURSE NAME
BC 113a	2.50	Data Base Management Systems
BC 116a	2.50	Intro to Computers & Computer Applications
HCA 200	3.00	Medical Terminology, Medical Records, and Health Insurance
HCA 201	3.00	Introduction to Health Care Administration
HCA 202	3.00	Critical Thinking and Success Strategies in Health Care
HCA 204	3.00	Health Care Organizations
HCA 206	3.00	Introduction to Health Care Accounting
HCA 208	3.00	Introduction to Health Care and Business Law
HCA 210	3.00	Introduction to Health Care Information Systems
HCA 211	3.00	Health Care Marketing and Customer Service
HCA 212*	4.00	Health Care Administration Internship I
HCA 213	3.00	Basic CPT/HCPS Coding
HCA 214	3.00	Basic ICD-9-CM Coding
HCA 215	3.00	Introduction to Billing
HCA 216	3.00	Intermediate Billing
HCA 299*	4.00	Seminar in Health Care Administration I
GE 210	3.00	Introduction to Psychology
GE 215	3.00	College Algebra I
GE 219	3.00	American Culture, Government and Politics
GE 221	3.00	College English and Public Speaking
GE 222	3.00	Introduction to Sciences

** Student will have the choice between HCA 212 and HCA 299. See each course description for lecture/laboratory components.*