

**POFM 1300
Medical Coding Basics**

Western Texas College

- I. Basic Course Information
 - A. Course Description: Presentation and application of basic coding rules, principles, guidelines, and conventions utilizing various coding systems.
 - B. Required Prerequisite: None
- II. Student Learning Outcomes
 - A. Abstract information from health records for appropriate code validation; code procedures and diagnoses.
 - B. Apply decision-making skills to ensure proper sequencing.
- III. Testing Requirements
 - A. The final exam must be proctored. (ask your instructor for more details)
- IV. Course Requirements, Methods of Assessment, Assessment Criteria, Grading Standards
 - A. Grading System with Percentage of Proctored Assignments:

	Proctored	Not Proctored
Assignments		40%
Exams		25%
Final Exam	35%	
Total	35%	65%

- B.
- V. Information on Books
 - A. ICD-10-CM:COMPLETE OFFICIAL DRAFT CODE, ISBN: 9781622024049
 - B. HCPCS LEVEL II PROFESSIONAL 2017, ISBN: 9781622542048
 - C. Green, Delmar/Cengage. 3-2-1 Code It. 5th Ed., ISBN: 9781285867212 (Official draft code books may be updated automatically by bookstore, check with bookstore)
- VI. Other Policies, Procedures and important dates. Please refer to the [WTC Catalog](#) for the following:
 - A. Campus Calendar
 - B. Final Exam Schedule
 - C. How to drop a class
 - D. Withdrawal Information
 - E. Student Conduct/Academic Integrity
 - F. Class Attendance
 - G. Student with disabilities

Course Content

	Chapter Description
	Week 1 Handouts and Intro to Moodle
Chapter 1	Overview of Coding
Chapter 2	Introduction to ICD-9-CM and ICD-10-CM/PCS Coding
Chapter 2	Introduction to ICD-9-CM and ICD-10-CM/PCS Coding
	EXAM
Chapter 3	Chapter 3: ICD-10-CM/PCS Coding Conventions
Chapter 4	ICD-9-CM and ICD-10-CM Coding Guidelines
	EXAM
Chapter 5	ICD-10-CM/PCS Hospital Inpatient Coding
Chapter 6	ICD-9-CM and ICD-10-CM Outpatient and Physician Office Coding
	EXAM
Chapter 7	HCPCS Level II National Coding System
	Final Review starts
	Final Exam

***Disclaimer: Assignments due to change by instructor

Last Modified: October 9, 2017