



MESSICK ADULT CENTER

Contact: **Dorothy Nichols**
703 South Greer
Memphis, TN 38111
Voice – 901-416-4849
Fax – 901-416-4842

Estimate of Training Cost for

MEDICAL BILLING AND CODING SPECIALIST

As a Medical Billing & Coding Specialist, the student should find opportunities in medical offices, hospitals, clinics, medical service providers and healthcare insurance companies. The Medical Billing and Coding program emphasizes practical billing and coding knowledge and skill necessary to work in the medical business office. Students learn about the importance of establishing and maintaining the medically necessary relationship between the diagnostic and procedural codes. The successful Medical Billing Specialist must demonstrate confidentiality, ethical, responsible and dependable behavior.

Course Title	Instructional classroom Hours
Computer Keyboarding I & II	48 hours
Computer Applications I & II	60 hours
Employability skills I & II	48 hours
MS Word I & II	48 hours
Customer Service Skills	24 Hours
Business Communications I & II	48 hours
Medical Terminology	60 hours
Introduction to medical Procedures	42 hours
Medical Coding I & II**	
Diagnostic	60 hours
Procedural	60 hours
Medisoft computers in the medical office	30 hours
Internship (Optional)	
Total Hours	524

Tuition and textbook prices are subject to change

NOTE: Graduates of the Medical Billing and Coding Program are eligible to sit for the following certification exams:

1. **Certified Coding Specialist exam** offered by the **AHIMA** (American Health Information Management Association).
2. **Certified Professional Coder exam** offered by the **AAPC** (American Academy of Professional Coders).
3. **Certified Medical Billing Specialist exam** offered by the **MAB** (Medical Association of Billers). This exam can be administered on campus (ONLY)!