



2018 - 2019

## MEDICAL CODER/BILLER

### ATD - Applied Technology Diploma

#### Program Length/Schedule:

1110 hours/approx. 10 months (full-time)

This program is offered once a year: August

Delivery Method: Traditional (100% classroom-based)

M - F 7:05 a.m. - 1:50 p.m.

#### Admission Requirements:

- High School or High School Equivalency Diploma
- Complete a Program Orientation
- Basic Skills Testing or Exemption
- Meet with Program Counselor/Advisor
- Clearance on FDLE Level II Background Check
- Negative Drug Test Results
- Immunizations and Physical

Students enrolling in any Health Science Education program must undergo a Level II criminal background check and drug screening, per The Joint Commission. Students who do not have a valid social security number may encounter difficulty with certain state licensing agencies and registries. Contact the program counselor/advisor for specific information.

#### Job Outlook in the Ft. Lauderdale area:

- Demand for Medical Coder/Billers is expected to grow about 21% between 2015 & 2020 (Source: Bureau of Labor Statistics).
- Entry level wages are about \$15/hour (Source: The FL Dept. of Economic Opportunity). Actual wages vary according to education, experience and certifications.

#### Course Content:

Students are taught the skills and knowledge necessary for employment as entry-level coder/billers. The main role of a medical coder/biller is to review patient medical records and assign codes to diagnoses and procedures performed by healthcare providers so that the treating medical facility can bill insurance companies for reimbursement. The medical coder/biller is responsible for the accurate flow of medical information and patient data between physicians, patients and third-party payers. Most medical coder/billers work on-site in hospitals, clinics, physician offices and for insurance companies. With the introduction of the electronic health record (EHR), experienced medical coders may have opportunities to work from home.

#### Additional Skills Covered:

- Anatomy & Physiology
- Bloodborne Diseases HIV/AIDS, HBV
- Coding Skills
- Communication & Interpersonal Skills
- Computer Literacy & Keyboarding Skills
- Employability Skills
- Health Information Technology
- HIPPA, Legal & Ethical Responsibilities
- Infection Control Procedures
- Knowledge of the Health Care Delivery System
- Math & Science Skills
- Medical Billing
- Medical Errors
- Medical Record Science
- Medical Terminology
- Pharmacology
- Safety and Security Procedures
- Wellness & Disease Concepts

**Enroll in This Fast Track Program  
for a Career in a Year**



**FOR MORE INFORMATION CALL 754-321-5200**



[www.atlantictechnicalcollege.edu/  
gainful-employment/MedicalCoderBiller](http://www.atlantictechnicalcollege.edu/gainful-employment/MedicalCoderBiller)

**See Back of Page for Estimated Program Costs  
(based on 1 full year of documented Florida residency)**

**Atlantic Technical College  
and Technical High School**  
4700 Coconut Creek Pkwy  
Coconut Creek, FL 33063  
754-321-5100 | FAX: 754-321-5380



**Atlantic Technical College  
Arthur Ashe, Jr. Campus**  
1701 NW 23rd Avenue  
Fort Lauderdale, FL 33311  
754-322-2800 | FAX: 754-322-2880

## MEDICAL CODER/BILLER - ATD

### H170530/Medical Coder/Biller - ATD (1110 hours)

### Fees

Tuition (approximate cost based upon program length)		\$3,108
Lab (approximate cost based upon program length)		\$166
Assessment: TABE Initial Basic Skills Test		\$15
Registration (non-refundable fee)	\$40 per semester	\$80
Annual Student Activity Fee	\$20 per academic year	\$20
Liability Insurance (required)	\$13 per year	\$13
Accidental/Health Insurance (if not currently covered)	\$47 per academic year	\$47

### TUITION, LAB, ASSESSMENT, REGISTRATION, ACTIVITY FEE, INSURANCE (approximate costs)

**\$3,449**

There may be additional costs associated with books, uniforms, special tools, equipment and other related items.

#### HEALTH & OTHER REQUIREMENTS:

- Physical exam- Annual
- Tuberculin (PPD) 2-Step (X2) or Chest X-ray- Annual
- Drug Testing- by Authorized Lab Only
- Level 2 Background Check (Approved Vendor Only)
- Compliance Tracking Subscription (Approved Vendor Only)

#### IMMUNIZATIONS:

- Vaccine (Diphtheria/Tetanus/Pertussis) (DTaP or Tdap)
- MMR Vaccine Series (Measles, Mumps and Rubella) (X2) or Titer
- Hepatitis B Vaccine Series (X3) or Titer or Authorized Declination Form
- Varicella Vaccine (X2) or Titer
- Influenza Vaccine (Flu Shot)

#### UNIFORMS:

- Navy Slacks/Pants, Skirt or Dress
- Navy Blazer/Jacket
- White Blouse/Shirt
- Black or Navy Shoes

**Industry Certification & State Credential Exams:** Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study.

**College Credit Transfer Opportunity and/or Advanced Standing:** Upon completion of the program and meeting eligibility requirements, including the attainment of an aligned industry credential, students may be awarded credits toward an Associate Degree by Broward College or the Florida College System. Students must enroll in Broward College within 2 years of completing the program at Atlantic Technical College. Additional college credit may be awarded with the attainment of additional industry credentials.

#### INDUSTRY CERTIFICATION:

Industry certification and state credential exam costs are additional. However, you may qualify for reimbursement of your exam cost(s) upon passing the exam. See your program counselor for more information.

#### BOOKS/SUPPLIES:

For a list of books and prices go to [www.atlanticttechnicalcollege.edu/bookstore-price-list/](http://www.atlanticttechnicalcollege.edu/bookstore-price-list/) or visit the bookstore on campus. Additional supply information can be found in the syllabus located on the Web page for this program.

## Your Action Plan Checklist Get Started Today!

- ☐ **Step 1 | Attend a Program Orientation**
- ☐ **Step 2 | Take the Tests of Adult Basic Education (TABE) or meet exemption criteria**
  - See your counselor/advisor for details on test exemptions/receive test results.
  - Accommodations for testing are available to qualified individuals.
  - Visit the Office of Disability Services for details *before testing*.
- ☐ **Step 3 | Meet with your counselor/advisor**
  - Receive test results.
  - Discuss technical or academic program placement.
  - Discuss special needs (unique situations)
  - Review Financial Aid
- ☐ **Step 4 | Registration and Enrollment**



*The mission of Atlantic Technical College & Technical High School is to promote excellence in academic, career & technical studies in order to prepare students to enter & remain competitive in a global workforce.*



[www.browardschools.com](http://www.browardschools.com)

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