

## Washtenaw Community College Comprehensive Report

### MBC 224 Medical Insurance and Reimbursement Effective Term: Winter 2020

#### Course Cover

**Division:** Health Sciences

**Department:** Health Science

**Discipline:** Medical Billing and Coding

**Course Number:** 224

**Org Number:** 15900

**Full Course Title:** Medical Insurance and Reimbursement

**Transcript Title:** Med Ins and Reimbursement

**Is Consultation with other department(s) required:** No

**Publish in the Following:** College Catalog , Time Schedule , Web Page

**Reason for Submission:** Three Year Review / Assessment Report

**Change Information:**

**Consultation with all departments affected by this course is required.**

**Rationale:** Master syllabus update.

**Proposed Start Semester:** Fall 2019

**Course Description:** This introductory course is for students interested in a career in a medical office as a medical assistant, a receptionist or an insurance biller/coder. The course covers the fundamentals of health insurance, including plan options, carrier requirements, state and federal regulations, selecting relevant information from source documents, accurately completing claim forms and coding diagnoses and procedures. The student will be introduced to a variety of medical insurers, including Medicare, Medicaid, Blue Cross/Blue Shield, Tricare, CHAMPVA, Workers' Compensation and other third-party payers. Students should have basic computer and data entry skills. Medical software will be utilized to complete billing and coding exercises.

#### Course Credit Hours

**Variable hours:** No

**Credits:** 4

**Lecture Hours: Instructor: 60 Student: 60**

**Lab: Instructor: 0 Student: 0**

**Clinical: Instructor: 0 Student: 0**

**Total Contact Hours: Instructor: 60 Student: 60**

**Repeatable for Credit:** NO

**Grading Methods:** Letter Grades

Audit

**Are lectures, labs, or clinicals offered as separate sections?:** NO (same sections)

#### College-Level Reading and Writing

College-level Reading & Writing

#### College-Level Math

#### Requisites

**Prerequisite**

HSC 124 minimum grade "C"

and

**Prerequisite**

BIO 109 minimum grade "C"

or

**Prerequisite**

BIO 111 minimum grade "C"

**General Education**

**General Education Area 7 - Computer and Information Literacy**

Assoc in Arts - Comp Lit

Assoc in Applied Sci - Comp Lit

Assoc in Science - Comp Lit

**Request Course Transfer**

**Proposed For:**

**Student Learning Outcomes**

1. Identify diagnoses and procedures from source documents (medical charts, encounter forms, provider notes).

**Assessment 1**

Assessment Tool: Exam

Assessment Date: Winter 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All sections

Number students to be assessed: All students

How the assessment will be scored: Answer key

Standard of success to be used for this assessment: 75% of students will score 75% or higher.

Who will score and analyze the data: Departmental faculty

2. Recognize types of medical insurance and identify characteristics that differentiate them from one another.

**Assessment 1**

Assessment Tool: Exam

Assessment Date: Winter 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All sections

Number students to be assessed: All students

How the assessment will be scored: Answer key

Standard of success to be used for this assessment: 75% of students will score 75% or higher.

Who will score and analyze the data: Departmental Faculty

3. Complete medical insurance claim forms for third-party payers.

**Assessment 1**

Assessment Tool: Exam

Assessment Date: Winter 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All sections

Number students to be assessed: All students

How the assessment will be scored: Answer key

Standard of success to be used for this assessment: 75% of students will score 75% or higher.

Who will score and analyze the data: Departmental faculty

**Course Objectives**

1. Determine diagnoses and procedures from charts, encounter forms, and operative reports.

2. Discuss the processing of payers' remittance advices (RAs/EOBs) and patient billing/collections.
3. Process charges, payments, and adjustments to patient accounts.
4. Complete HIPAA-compliant health care claims for Medicare, Medicaid, and TRICARE/CHAMPVA.
5. Complete HIPAA-compliant health care claims for Workers' Compensation.
6. Complete HIPAA-compliant health care claims for private payers, including Blue Cross and Blue Shield Plans, commercial carriers, and managed care organizations.
7. Demonstrate a working knowledge of HIPAA, legal, and ethical consideration with emphasis on confidentiality.
8. Demonstrate a working knowledge of HIPAA, legal, and ethical consideration with emphasis on fraud related to insurance.
9. Follow the steps involved in the billing cycle.

### **New Resources for Course**

#### **Course Textbooks/Resources**

Textbooks  
Manuals  
Periodicals  
Software

#### **Equipment/Facilities**

<b><u>Reviewer</u></b>	<b><u>Action</u></b>	<b><u>Date</u></b>
<b>Faculty Preparer:</b> <i>Kiela Samuels</i>	<i>Faculty Preparer</i>	<i>Jun 26, 2019</i>
<b>Department Chair/Area Director:</b> <i>Rene Stark</i>	<i>Recommend Approval</i>	<i>Jul 01, 2019</i>
<b>Dean:</b> <i>Valerie Greaves</i>	<i>Recommend Approval</i>	<i>Jul 12, 2019</i>
<b>Curriculum Committee Chair:</b> <i>Lisa Veasey</i>	<i>Recommend Approval</i>	<i>Aug 14, 2019</i>
<b>Assessment Committee Chair:</b> <i>Shawn Deron</i>	<i>Recommend Approval</i>	<i>Aug 29, 2019</i>
<b>Vice President for Instruction:</b> <i>Kimberly Hurns</i>	<i>Approve</i>	<i>Sep 04, 2019</i>