Coding & Reimbursement Methods (HITT 1341) Online

Credit: 3 semester credit hours (2 hours lecture, 4 hours lab)

Prerequisite/Co-requisite: HITT 1305, HITT 1301, HITT 2471, BIOL 2301/2101 and BIOL 2302/2102 with a "C" or better. Complete the Online Orientation and answer yes to 7+ questions on the Online Learner Self-Assessment: http://www.lit.edu/depts/DistanceEd/OnlineOrientation/OOStep2.aspx

Course Description:
Fundamentals of coding rules, conventions, and guidelines using clinical classification systems. *This course is time-bound, structured, and completed totally online.*

Required Textbook and Materials:
1. ICD-10-CM and ICD-10-PCS Coding Handbook, without Answers, 2018 Rev. Ed. by Nelly Leon-Chisen ISBN-13: 978-1556484339 ISBN-10: 155648433X

2. ICD-10-CM: The Complete Official Codebook 2018. Annual Version ICD-10-CM (Paperback) (ISBN: 9781946729-00-2) www.channelpublishing.com

3. ICD-10-PCS 2018: The Complete Official Code Set: Annual Version ICD-10-PCS (Paperback) (ISBN: 9781946729-01-9 www.channelpublishing.com

Course Objectives:
Upon completion of the course, the student should be able to:
1. Apply nomenclatures and classification systems.
2. Assign codes.

Course Outline:
A. Format and Conventions and Current Coding Practices for ICD-10-CM
1. Background of the ICD-10-CM
2. Introduction to the ICD-10-CM Classification
3. ICD-10-CM Conventions
4. Uniform Hospital Discharge Data Set
5. The Medical Record as a Source Document
6. Basic ICD-10-CM Coding Steps
7. Basic ICD-10-CM Coding Guidelines
8. Introduction to the ICD-10-PCS Classification
9. Basic ICD-10-PCS Coding Steps
10. ICD-10-PCS Root Operations in the Medical and Surgical Section

B. Diseases and Organ Systems in ICD-10 Part 1
12. Z Codes and External Cause of Morbidity Codes
13. Symptoms, Signs, and Ill-Defined Conditions
14. Infectious and Parasitic Diseases
15. Endocrine, Nutritional, and Metabolic Diseases
16. Mental Disorders
17. Diseases of the Blood and Blood-Forming Organs and Certain Disorders Involving the Immune Mechanism
18. Diseases of the Nervous System and Sense Organs
19. Diseases of the Respiratory System
20. Diseases of the Digestive System
21. Diseases of the Genitourinary System

22. Diseases of the Skin and Subcutaneous Tissue
23. Diseases of the Musculoskeletal System and Connective Tissue

C. Diseases and Organ Systems in ICD-10 Part 2

24. Complications of Pregnancy, Childbirth, and the Puerperium
25. Abortion and Ectopic Pregnancy
26. Congenital Anomalies
27. Perinatal Conditions

28. Diseases of the Circulatory System
29. Neoplasms
30. Injuries
31. Burns
32. Poisoning, Toxic Effects, Adverse Effects, and Underdosing of Drugs
33. Complications of Surgery and Medical Care

Grade Scale:
90 - 100   A
80 - 89   B
70 - 79   C
60 - 69   D
0 - 59   F

Course Evaluation:
Final grades will be calculated according to the following criteria:

Course Assignments	20%
Discussions (3)	20%
Unit Exams (3)	45%
Final Exam	15%

Course Policies:
1.   Students must provide their own textbooks, writing instruments, and other necessary supplies for classes.
2.   Students must log onto Blackboard and access this course a minimum of 4 – 5 times per week.
3.   Students must respect one another and all faculty.
4.   Internet Usage – Students are expected to use proper net etiquette while participating in course emails, assignment submissions, and online discussions.
5.   No cheating of any kind will be tolerated. Students caught cheating or helping someone to cheat can and will be removed from the class for the semester. Cheating can result in expulsion from LIT.
6.   All exams will be taken on the scheduled dates. If a test is missed due to an emergency situation, the student will have one week to make it up; otherwise a grade of "0" will be assigned. The instructor MUST be contacted to receive prior approval to take the exam late.
7.   All assignments are due when stated. Assignments submitted more than a week late will be reduced 25%.
8.   Additional course policies are outlined in "Classroom Policies" provided at the beginning of the semester.

9.	Students are expected to follow the Lamar Institute of Technology Code of Conduct and Disciplinary Policy

10.	Any violation of classroom/online policies may result in student being asked to leave class and result in an absence.

11.	If you wish to drop a course, the student is responsible for initiating and dropping the course. If you stop logging-in to the course and do not complete the course drop process, then you will earn an "F" grade for the course.

12.	The instructor will respond to e-mail and voice mail communication within 24 hours Monday through Friday. Assignment grades will be published within 2 weeks of the assignment due date.

Technical Requirements:
The latest technical requirements, including hardware, compatible browsers, operating systems, software, Java, etc. can be found online at:
https://help.blackboard.com/en-us/Learn/9.1_2014_04/Student/015_Browser_Support/015_Browser_Support_Policy A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of the online technology and resources.

Disabilities Statement:
The Americans with Disabilities Act of 1992 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. Among other things, these statutes require that all students with documented disabilities be guaranteed a learning environment that provides for reasonable accommodations for their disabilities. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409) 880-1737 or visit the office in Student Services, Cecil Beeson Building. You may also visit the online resource at http://www.lit.edu/depts/stuserv/special/defaults.aspx

Student Code of Conduct Statement:
It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at www.lit.edu or obtained in print upon request at the Student Services Office.