

Advanced Medical Coding (HITT 2246)

CREDIT

2 Semester Credit Hours (2 hours lecture, 4 hours lab)

MODE OF INSTRUCTION

Online

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 Evaluation:

<https://www.lit.edu/online-learning/online-orientation/is-distance-learning-right-for-me>

COURSE DESCRIPTION:

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

COURSE OBJECTIVES

Upon completion of the course, the student should be able to:

1. Assign principal and secondary diagnoses codes and procedures codes by analyzing health records
2. Assign reimbursement methodologies on inpatient encounters.

INSTRUCTOR CONTACT INFORMATION

Instructor: Deborah Cross

Email: dlcross@lit.edu

Office Phone: 409.504.3624

Office Location: Virtual via Collaborate

Office Hours: By Appointment Only

REQUIRED TEXTBOOK AND MATERIALS

1. ICD-10-CM and ICD-10-PCS Coding Handbook, without Answers, 2024; Rev. Ed. By Nelly Leon-Chisen, ISBN: 9781556484933 (Note: same textbook used in HITT 1341)
2. 2024 ICD-10-PCS Expert (Spiral) ISBN: 9781622548880
<https://optumcoding.com/product/60894/essential-code-sets/icd-10-pcs/>
3. Computer with internet access

ATTENDANCE POLICY

Students must log onto Blackboard and access this course a minimum of three times per week.

Approved: SW/01.13.23



DROP POLICY

If you wish to drop a course, you are responsible for initiating and completing the drop process by the specified drop date as listed on the [Academic Calendar](#). If you stop coming to class and fail to drop the course, you will earn an "F" in the course.

STUDENT EXPECTED TIME REQUIREMENT

For every hour in class (or unit of credit), students should expect to spend at least two to three hours per week studying and completing assignments. For a 3-credit-hour class, students should prepare to allocate approximately six to nine hours per week outside of class in a 16-week session OR approximately twelve to eighteen hours in an 8-week session. Online/Hybrid students should expect to spend at least as much time in this course as in the traditional, face-to-face class.

COURSE CALENDAR

| DATE | TOPIC | READINGS (Due on this Date) | ASSIGNMENTS (Due on this Date) |
|--|---|--------------------------------|---------------------------------------|
| Module 1 Week 1 Due 6/17 Discussion 1 | Introduction Discussion Review Netiquette Review Syllabus Review Textbook Information How to use How to use ICD-10-PCS Coding Book, Textbook and 3M Encoder. | PowerPoints and Handouts | Discussion 1 Due 6/17 |
| Week 2 Due 6/24 Assignment | Chapter 7: Introduction to the ICD-10-PCS Classification and Chapter 8: Basic ICD-10-PCS Coding Steps | Chapters 7 and 8 of Handbook | Ch 7 and 8 Assignment Due 6/24 |
| Week 3 Due 7/1 Assignment | Chapter 9: ICD-10-PCS Root Operations in the Medical and Surgical Section | Chapter 9 Handbook | Ch 9 Assignment Due 7/1 |
| Week 4 Due 7/8 Exam 1 | Chapter 10: ICD-10-PCS Medical- and Surgical-Related, Ancillary, and New Technology Procedure Sections Exam 1 | Chapter 10 Handbook | Exam 1 (Chapters 7-10) Due 7/8 |

Commented [WS1]: Dates of quizzes, test, mid-term, final exam

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|---|---|--|---|
| Week 5 Module 2 Due 7/15 Assignment | 1. Assigning Present on Admission (POA) 2. Explain MS-DRG system and what components make up MS-DRG. 3. Review guidelines for Hospital Acquired Conditions (HAC's.) and Understand which diagnoses are HAC's. | Handout | POA, MS-DRG and HACs Assignment Due 7/15 Discussion 2 due 8/12 |
| Week 6 Due 7/22 Assignment | Chapter 18. Diseases of the Respiratory System Chapter 19: Coding Digestive Diseases and Procedures Chapter 20. Diseases of the Genitourinary System | Chapters 18, 19 and 20 Handbook referencing ICD-10-PCS | Ch 18, 19 and 20 Assignment Due 7/22 |
| Week 7 Due 7/29 Exam 2 | Chapter 21: Diseases of the Skin and Subcutaneous Tissue and Chapter 22. Diseases of the Musculoskeletal System and Connective Tissue Exam 2 | Chapters 21 and 22 Handbook referencing ICD-10-PCS | Exam 2 (POA, MS-DRG, HACs, Chapters 18-22) Due 7/29 |
| Week 8 Due 8/5 Assignment | Fraud and Abuse and Compliance CDI and Writing Queries | Handouts | Assignment on Fraud/Abuse/Compliance/CDI/Writing Queries Due 8/5 |
| Week 9 Due 8/12 (Bonus assignment) | Chapter 23: Complications of Pregnancy, Childbirth, and the Puerperium Chapter 24: Abortion Chapter 29. Injuries | Chapters 23, 24 and 29 Handbook referencing ICD-10-PCS | Ch 23, 24 and 29 Bonus Assignment Due 8/12 |
| Week 10 Due 8/12 Exam 3 and Discussion 2 | Chapter 27. Diseases of the Circulatory System- Parts 1, 2, 3 and 4 Final Exam | Chapter 27 Handbook referencing ICD-10-PCS | Exam 3 (Ch 23, 24, 27, 29) Fraud/Abuse/Compliance/CDI/Writing Queries Due 8/12 Reminder: Discussion 2 due 8/12 |

COURSE EVALUATION

Final grades will be calculated according to the following criteria:

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|---------------------------|-----|
| Discussions/Participation | 20% |
| Course assignments/Labs | 35% |
| Unit Exams (3) | 45% |

GRADE SCALE

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

LIT does not use +/- grading scales

ACADEMIC DISHONESTY

Students found to be committing academic dishonesty (cheating, plagiarism, or collusion) may receive disciplinary action. Students need to familiarize themselves with the institution's Academic Dishonesty Policy available in the Student Catalog & Handbook at <http://catalog.lit.edu/content.php?catoid=3&navoid=80#academic-dishonesty>.

TECHNICAL REQUIREMENTS

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can be online at <https://lit.edu/online-learning/online-learning-minimum-computer-requirements>. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

DISABILITIES STATEMENT

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email specialpopulations@lit.edu. You may also visit the online resource at [Special Populations - Lamar Institute of Technology \(lit.edu\)](http://Special Populations - Lamar Institute of Technology (lit.edu)).

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. Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

STARFISH

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

ADDITIONAL COURSE POLICIES/REQUIREMENTS

1. Students must provide their own textbooks, writing instruments, and other necessary supplies for classes.
2. All exams will be taken on scheduled dates.
3. All assignments are due when stated.
4. If there is an extenuating circumstance, please reach out to the instructor for establishing a plan of action on making up the missed assignment/exams. Extenuating circumstances will be determined on an individual case-by-case basis .
5. Students can complete this course without physically visiting the institution offering the course.
6. The student will post discussions as instructed along with any other assignments instructed to complete.
7. The student will search for current related topics and submit them as part of assignment/discussion.
8. The student will complete online quizzes and unit exams by the due dates shown on the course calendar.
9. The student will complete the comprehensive final exam at the posted time.
10. Students must respect one another and all faculty.
11. Internet Usage – Students are expected to use proper net etiquette while participating in course emails, assignment submissions, and online discussions.
12. Cheating of any kind will not be tolerated.
13. Students are expected to follow the Lamar Institute of Technology Code of Conduct and Disciplinary Policy
14. Any violation of classroom policies may result in student being asked to leave class and result in an absence.

15. The instructor will respond to e-mail and voice mail communication within 24 hours Monday through Friday with the exception of weekends, holidays, and if out of the office due to training/sickness.
16. Assignment grades will be published within 1 week of the assignment due date.

FAQs

1. How quickly are assignments graded in this class?

Assignments are graded usually within two weeks.

2. How do I know what grade I made on an assignment?

Assignment grades may be accessed through My Grades in Blackboard. Each assignment shows your grade and any comments that are made regarding that assignment.

3. How do I study for exams?

Utilize your module assignments/quizzes/study guides in preparation for your module exams and the comprehensive final exam.

You can access them through My Grades on Blackboard. My suggestion is to print the assignments out to use as study references. (If it won't allow you to print them, copy and paste the questions and answers into a word document, save it, and print it out that way).

4. What time are my assignments/exams/discussions due?

All assignments, labs, quizzes, exams, and discussions are due at 11:59 PM on the due date listed.