



**AHE143 - Medical Terminology and A/P I for Coders**

Document Type: District Master Course Outline

Proposal Type: Revision

Requester(s): Jennifer M Evans Cynthia Dodd Keith Marler Wendy J Price

College: South

Origination Approved: 03/05/2015 - 9:03 AM

**BASIC INFORMATION**

**Requester(s):** Jennifer M Evans

Cynthia Dodd

Keith Marler

Wendy J Price

**College:** South Seattle College

**Division/Dept:** Professional Technical

**Dean:** Veronica Wade

**Peer Reviewer(s):** Cynthia Dodd

**COURSE INFORMATION**

**Proposed Course Number:**

Prefix: **AHE**

Number: **143**

Request a new Prefix

This will be a common course

**Full Title:** Medical Terminology and A/P I for Coders

**Abbreviated Title:** Med Term & A/P I

**Catalog Course Description:**

This course provides the medical terminology and an analytical look at the human body's structure and functions as it relates to diseases, disease process and specifically coding for diseases and procedures. This course is developed specifically for coding professionals and is not meant for those entering nursing or the sciences. This course does not include a clinical science lab.

**Course Length:** 11 Weeks

Request an Exception

**Topical Outline:**

1. Medical terminology, structure and functional organization of the body for coding purposes
2. Anatomical terminology for each body system for coding purposes
3. How the body maintains homeostasis for coding purposes
4. Medical terminology, diseases and disorders of the body and what causes them for coding purposes
5. Interactions between various organ systems in the body for coding purposes
6. How muscles, bone, and nerves work together to create movement for coding injuries for coding purposes
7. How cells function, divide, mutate and become abnormal for coding diseases for coding purposes

**COURSE CODING**

**Funding Source:** 1.....State

**Institutional Intent:** 21.....Vocational Preparatory

This Course is a requirement for the following program(s):  
(No Programs Selected)

My Course Proposal is a requirement for a program not on this list  
Program Title/Description/Notes:  
Medical Office Professional

<b>Will this course transfer to a 4-year university?</b>	<b>No</b>
<b>Is this course designed for Limited English Proficiency?</b>	<b>No</b>
<b>Is this course designed for Academic Disadvantaged?</b>	<b>No</b>
<b>Does this course have a Workplace Training component?</b>	<b>Yes</b>

**CIP Code:** 51.0713  Request Specific CIP Code

**EPC Code:** 373  Request Specific EPC Code

**Credits:**

**Will this course be offered as Variable Credit?** No  
**No**

**List Course Contact Hours**

Lecture (11 Contact Hours : 1 Credit)	33
Lab (22 Contact Hours : 1 Credit)	22
Clinical Work (33 Contact Hours : 1 Credit)	0
Other (55 Contact Hours : 1 Credit)	0
Total Contact Hours	55
Total Credits	4

**COLLEGE SUPPLEMENTAL**

**Proposed Quarter of Implementation:**  Request Provisional Exception

**Class Capacity:** 25

**Note:** The following questions are being asked in order to fulfill [Seattle Colleges District VI and AFT Seattle, Local 1789 Agreement](#) language:

Have you discussed the class cap for the course with your unit administrator and with other unit faculty that will be teaching the course?

Yes, discussion has been held.

Is the class cap number that you have indicated mutually agreed upon by unit faculty and unit administrators?

Yes, agreement has been reached.

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**Modes of Delivery:** (Check all that apply)

- Fully On Campus  Fully Online  Hybrid  Correspondence  Credit by Exam  
 Seminar  Visual Media  Other Explanation:

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**Class Schedule Description:**

This course provides the medical terminology and a comprehensive look at the human body's structure and functions. Topics include organization of the body and body systems, how the body maintains homeostasis, and cell function. This course is developed specifically for healthcare administration professionals. Pre-reqs: CASAS scores of 224 or better or by instructor's approval. This course will be followed by AHE 144.

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**Course Prerequisite(s):**

CASAS scores of 224 or better by instructor's approval

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**Course Corequisite(s):**

None

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**AA Degree Outcomes:** ( If Applicable )

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**Student Learning Outcomes:**

**Communication**

Read and listen actively to learn and communicate

1,2,3,4,5,6,7

Speak and write effectively for academic and career purposes

1,2,3,4,5,6,7

**Human Relations**

Use social interactive skills to work in groups effectively

1,2,3,4,5,6,7

Have knowledge of the diverse cultures represented in our multicultural society

1,2,3,4,5,6,7

**Critical Thinking and Problem-Solving**

Think critically in evaluating information, solving problems, and making decisions

4,5

**Personal Responsibility**

Uphold the highest standard of academic honesty and integrity

1,2,3,4,5,6,7

Respect the rights of others in the classroom, online and in all other school activities

1,2,3,4,5,6,7

Attend class regularly, complete assignments on time and effectively participate in classroom and online discussions, group work and other class-related projects and activities

1,2,3,4,5,6,7

**Information Literacy**

Independently access, evaluate and select information from a variety of appropriate sources

1,2,3,4,5,6,7

Have knowledge about legal and ethical issues related to the use of information

1,2,3,4,5,6,7

Use information effectively and ethically for a specific purpose

1,2,3,4,5,6,7

**Program Outcomes:**

1. Apply billing and coding rules to all incoming and outgoing claims
2. Apply correct ICD-9, ICD-10, CPT, and HCPCS codes to all claims
3. Apply correct ICD-9, ICD-10, CPT, and HCPCS codes to patient medical records
4. Determine the HIPAA approved codes for claims and medical records by use of Anatomy/Physiology, pharmacology, and pathophysiology
5. Employ use of HIPAA laws and regulations related to all patient data and interactions
6. By applying correct codes, enable students to successfully attain CCS-P, CCS-H, CPC-P or CPC-H certification

<b>Prof tech outcome Included in Course Outcome Number</b>	<b>Certificate Program Outcomes</b>
1,2,3,4,5,6,7	1. Apply billing and coding rules to all incoming and outgoing claims
1,2,3,4,5,6,7	2. Apply correct ICD-9, ICD-10, CPT, and HCPCS codes to all claims
1,2,3,4,5	3. Apply correct ICD-9, ICD-10, CPT, and HCPCS codes to patient medical records
1,2,3,4,5	4, Determine the HIPAA approved codes for claims and medical records by use of Anatomy/Physiology, pharmacology, and pathophysiology
1,2,3,4,5	5. Employ use of HIPAA laws and regulations related to all patient data and interactions

1,2,3,4,5	6. By applying correct codes, enable students to successfully attain CCS-P, CCS-H, CPC-P or CPC-H certification
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**Course Outcomes / Objectives:**

1. Apply medical terminology, body structure and functional organization of the body for coding purposes.
2. Relate the medical and anatomical terminology for each body system for coding purposes.
3. Validate how the body maintains homeostasis to coding purposes.
4. Describe medical terminology and pathology of diseases and disorders of the body and learn what causes them for coding purposes.
5. Use medical terminology for interactions between various organ systems in the body for coding purposes.
6. Describe how muscles, bone, and nerves work together to create movement for coding injuries for insurance claims.
7. Relate how cells function, divide, mutate and become abnormal for coding diseases on claims.

<b>SLO #</b>	<b>Included in Course Objective Number AHE 143</b>	SSC Student Learning Outcomes
SLO 1.1	1,2,3,4,5,6,7,	Communication - Read and listen actively to learn and communicate.
SLO 1.2	1,2,3,4,5,6,7	Communication - Speak and write effectively for academic and career purposes.
SLO 2.1		Computation - Use arithmetic and other basic mathematical operations as required by program of study.
SLO 2.2		Computation - Apply quantitative skills for academic and career purposes.
SLO 3.1	1,2,3,4,5,6,7	Human Relations - Use social skills to work in groups effectively.
SLO 3.2	1,2,3,4,5,6,7	Human Relations – Have knowledge of the diverse cultures represented in our multicultural society.
SLO 4.1	4,5	Critical Thinking—Think critically in evaluating information, solving problems, and making decisions.
SLO 5.1		Technology - Select and use appropriate technological tools for academic and career tasks.
SLO 6.1	1,2,3,4,5,6,7	Personal Responsibility – Uphold the highest standards of academic honesty and integrity.

SLO 6.2	1,2,3,4,5,6,7	Personal Responsibility – Respect the rights of others in the classroom, online, and in all other school activities.
SLO 6.3	1,2,3,4,5,6,7	Personal Responsibility – Attend class regularly, complete assignments on time, and effectively participate in classroom and online discussions, group work, and other class-related projects and activities.
SLO 6.4		Personal Responsibility – Abide by appropriate safety rules in laboratories, shops, and classrooms.
SLO 7.1	1,2,3,4,5,6,7	Information Literacy—Independently access, evaluate, and select information from a variety of appropriate sources.
SLO 7.2	1,2,3,4,5,6,7	Information Literacy – Have knowledge about legal and ethical issues related to the use of information
SLO 7.3	1,2,3,4,5,6,7	Information Literacy - Use information effectively and ethically for a specific purpose.

**Explain the student demand for the course and potential enrollment:**

AHIMA has reported a shortage of 30% for those entering the medical administrative field and for incumbent workers who need to transition from general administration positions into billing and coding positions.

Health care employers are facing the challenge of implementing ICD-10 codes. This new code set will encompass approximately 68,000 new codes. With hospitals and clinics planning to train, they are anticipating the need for additional staff to face reduced productivity, at least during the transition.

Offering these courses in multiple modes will allow students more access to relevant coursework.

**Explain why this course is being revised:**

Health care employers are facing the challenge of implementing ICD-10 codes. This new code set will encompass approximately 68,000 new codes. With hospitals and clinics planning to train, they are anticipating the need for additional staff to face reduced productivity, at least during the transition.

**What challenges, if any, do you foresee in offering this course:**

Students will use Canvas and other LMS to support course. Instructor support will be given for these systems.

**Notations:** List any additional course fees or any additional notes (e.g. Permission required)

This revision includes a change of mode so that course can be implemented in multiple circumstances. Students can take select courses without taking the whole sequence. AHE 143 and 144 topics may be offered in any order at the instructor's discretion.

This is to certify that the above criteria have all been met and all statements are accurate to the best of my knowledge.

Faculty involved in originating this program:

Jennifer M Evans Print Name	<i>Jennifer M Evans</i> Signature	3/3/2015 Date
Cynthia Dodd Print Name	<i>Cynthia Dodd</i> Signature	3/3/2015 Date
Keith Marler Print Name	<i>Keith Marler</i> Signature	3/3/2015 Date
Wendy J Price Print Name	<i>Wendy J Price</i> Signature	3/3/2015 Date

Dean:

Wendy J Price Print Name	<i>Wendy J Price</i> Signature	8/19/2014 Date
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Executive Workforce Dean

_____ Print Name	_____ Signature	_____ Date
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**Results of SSCC Curriculum Coordinating Council Findings**

**Participating Faculty Response and Remarks**

- Recommended for approval
- Not recommended for approval

Chairman, Curriculum Coordinating Council:

Diane Schmidt Print Name	<i>Diane Schmidt</i> Signature	3/3/2015 Date
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Vice President for Instruction:

Peter Lortz Print Name	<i>Peter Lortz</i> Signature	3/5/2015 Date
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