SEATTLE COLLEGES
Central · North · South · SVI

AHE144 - Medical Terminolgy and A/P II for Coders

Document Type: District Master Course Outline
Proposal Type: New Course
Requester(s):   Jennifer M Evans   Cynthia Dodd   Keith Marler   Wendy J Price
College: South
Origination Approved: 03/05/2015 - 9:06 AM

BASIC INFORMATION

Requester(s):   Jennifer M Evans

Cynthia Dodd

Keith Marler

Wendy J Price

College: South Seattle College

Division/Dept: Professional Technical

Dean: Wendy J Price

Peer Reviewer(s):   Cynthia Dodd

COURSE INFORMATION

Proposed Course Number:

Prefix: **AHE**   Number: **144**

☐ Request a new Prefix
☐ This will be a common course

Full Title: Medical Terminolgy and A/P II for Coders

Abbreviated Title: Med Term and A/P II

Catalog Course Description:
This course is a continuation of AHE 143 but can be taken out of sequence. It covers 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. The systems covered are distinct from those covered in AHE 143. This course is specifically for coding professionals and is not meant for those entering nursing or the sciences. It 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
2. Anatomical terminology for each body system for coding purposes
3. How the body maintains homeostasis
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. Systems include: Digestive, Urinary, Special Senses, Integumentary, Endocrine, Nervous, Reproductive, Diagnostic, Radiologlical, Medicine, Laboratory services and a comprehensive review

COURSE CODING

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

Institutional Intent: 22..................Vocational Supplemental

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

Will this course transfer to a 4-year university?   **No**

Is this course designed for Limited English Proficiency?   **No**

Is this course designed for Academic Disadvantaged?   **No**

Does this course have a Workplace Training component?   **No**

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**

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: NA   ☑ Request Provisional Exception
Winter 2015

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 teac 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.

Modes of Delivery: (Check all that apply)

☑ Fully On Campus ☑ Fully Online ☑ Hybrid ☐ Correspondence ☐ Credit by Exam

☐ Seminar   ☐ Visual Media ☐ Other Explanation:

Class Schedule Description:

This course is a continuation of AHE 143, but can be taken out of sequence. It provides the medical terminology and a comprehensive look at the human body's structure and functions for coding insurance claims. Topics include organization of the body and body systems, but are distinct from the systems taught in AHE 143. This course is developed specifically for healthcare administration professionals. CASAS scores of 224 or better.

Course Prerequisite(s):

Casas scores of 224 or better

Course Corequisite(s):

AA Degree Outcomes: (If Applicable)

Student Learning Outcomes:

Communication

Read and listen actively to learn and communicate

1

Speak and write effectively for academic and career purposes

1

Critical Thinking and Problem-Solving

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

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

Technology

Select and use appropriate technological tools for academic and career tasks

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

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 Medical Terminology, 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

Prof tech outcome Included in Course Outcome Number AHE 144	Certificate Program Outcomes
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 by applying correct codes,

1,2,3,4,5	6. Enable students to successfully attain CCS-P, CCS-H, CPC-P or CPC-H certification

Course Outcomes / Objectives:

1. Apply medical terminology, structure and functional organization of the body for coding purposes.
2. Relate medical and anatomical terminology for each body system for coding purposes.
3. Distinguish how the body maintains homeostasis for coding purposes.
4. Validate medical terminology and pathology of diseases and disorders of the body and what causes them for coding purposes.
5. Describe the medical terminology for interactions between various organ systems in the body for coding purposes.
6. Distinguish between each body system and relate how each interacts with the others.
7. Relate how cells function, divide, mutate and become abnormal for coding diseases on claims.

SLO #	Included in Course Objective Number	SSC Student Learning Outcomes
SLO 1.1	1	Communication - Read and listen actively to learn and communicate.
SLO 1.2	1	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		Human Relations - Use social skills to work in groups effectively.
SLO 3.2		Human Relations – Have knowledge of the diverse cultures represented in our multicultural society.
SLO 4.1	1,2,3,4,5,6,7	Critical Thinking—Think critically in evaluating information, solving problems, and making decisions.
SLO 5.1	1,2,3,4,5,6,7	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.
		Personal Responsibility – Attend class regularly, complete assignments on time,

SLO 6.3	1,2,3,4,5,6,7	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 created:

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.

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

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

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

Notations: List any additional course fees or any additional notes (e.g. Permission required)
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. Therefore, topical outlines and outcomes are almost identical.

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	*Jennifer M Evans*	3/3/2015
Print Name	**Signature**	**Date**

Cynthia Dodd	*Cynthia Dodd*	3/3/2015
Print Name	**Signature**	**Date**

Keith Marler	*Keith Marler*	3/3/2015
Print Name	**Signature**	**Date**

Wendy J Price	*Wendy J Price*	3/3/2015
Print Name	**Signature**	**Date**

Dean:

Wendy J Price	*Wendy J Price*	8/19/2014
Print Name	**Signature**	**Date**

Executive Workforce Dean

Print Name	**Signature**	**Date**

Results of SSCC Curriculum Coordinating Council Findings

Participating Faculty Response and Remarks

[X]   Recommended for approval

[   ]   Not recommended for approval

Chairman, Curriculum Coordinating Council:

Diane Schmidt	*Diane Schmidt*	3/3/2015
Print Name	**Signature**	**Date**

Vice President for Instruction:

Peter Lortz	*Peter Lortz*	3/5/2015
Print Name	**Signature**	**Date**