

MOA – Medical Billing and Coding AAS (A25310B) - 66 Credit Hours

2021-2022

| Fall – 1 st Year | | | | |
|-----------------------------|--|-----|-----|-----------|
| Course No. | Course Name | Lec | Lab | Credit |
| CIS 110 | Introduction to Computers (S) | 2 | 2 | 3 |
| ENG 111 | Writing and Inquiry (S) | 3 | 0 | 3 |
| MED 121 | Medical Terminology I (1st 8) | 3 | 0 | 3 |
| MED 122 | Medical Terminology II (2nd 8) | 3 | 0 | 3 |
| OST 131 | Keyboarding (S) | 1 | 2 | 2 |
| OST 148 | Med Ins & Billing ★★★* | 3 | 0 | 3 |
| Total | | | | 17 |

| Fall – 2 nd Year | | | | |
|-----------------------------|-------------------------------|-----|-----|-----------|
| Course No. | Course Name | Lec | Lab | Credit |
| BIO 169 | Anatomy and Physiology II | 3 | 3 | 4 |
| OST 164 | Office Editing | 3 | 0 | 3 |
| OST 247 | Procedure Coding | 2 | 2 | 3 |
| OST 248 | Diagnostic Coding | 2 | 2 | 3 |
| | Humanities/Fine Arts Elective | | | 3 |
| | Communications Elective | | | 3 |
| Total | | | | 19 |

- ★ - Designates classes preparing students to sit for NHA CEHRS certification exam
- ★★ - Designates classes preparing students to sit for NHA CBCS certification exam
- ★★★ - Designates classes preparing students to sit for NHA CMAA certification exam

| Spring – 1 st Year | | | | |
|-------------------------------|------------------------------------|-----|-----|-----------|
| Course No. | Course Name | Lec | Lab | Credit |
| BIO 168 | Anatomy and Physiology I (S) | 3 | 3 | 4 |
| BUS 121 | Business Math (S) | 2 | 2 | 3 |
| OST 243 | Medical Office Simulation * | 2 | 2 | 3 |
| OST 134 | Text Entry & Formatting | 2 | 2 | 3 |
| OST 149 | Medical Legal Issues (S) | 3 | 0 | 3 |
| Total | | | | 16 |

| Spring – 2 nd Year | | | | |
|-------------------------------|------------------------------------|-----|-----|-----------|
| Course No. | Course Name | Lec | Lab | Credit |
| OST 249 | Med Coding Certification Prep | 2 | 3 | 3 |
| OST 260 | Adv Coding Methodologies | 2 | 3 | 3 |
| OST 288 | Medical Office Admin Capstone | 2 | 2 | 3 |
| WBL 111 | Work-Based Learning I | 0 | 10 | 1 |
| WBL 115 | Work-Based Learning Seminar I | 1 | 0 | 1 |
| | Social/Behavioral Science Elective | | | 3 |
| Total | | | | 14 |

It is strongly recommended to take courses in bold during the 1st year.

- (S) – Designates recommended classes for students starting in spring of the first year
- * **OST 148 and OST 243 are prerequisites for OST 288**
- OST 148 is the prerequisite for OST 243**