

Washtenaw Community College Comprehensive Report

MBC 224 Medical Insurance and Reimbursement Effective Term: Fall 2025

Course Cover

College: Health Sciences

Division: Health Sciences

Department: Health Science

Discipline: Medical Billing and Coding

Course Number: 224

Org Number: 15950

Full Course Title: Medical Insurance and Reimbursement

Transcript Title: Med Ins and Reimbursement

Is Consultation with other department(s) required: No

Publish in the Following: College Catalog , Time Schedule , Web Page

Reason for Submission: Course Change

Change Information:

Consultation with all departments affected by this course is required.

Course description

Pre-requisite, co-requisite, or enrollment restrictions

Outcomes/Assessment

Rationale: Update Prereq for BIO 102. BIO 102 is now acceptable as an anatomy and physiology prereq for MBC Program courses.

Proposed Start Semester: Fall 2025

Course Description: In this course, students will be introduced to the fundamentals of health insurance, including plan options, carrier requirements, state and federal regulations, selecting relevant information from source documents, accurately completing claim forms and coding diagnoses and procedures. The student will be introduced to a variety of medical insurers, including Medicare, Medicaid, Blue Cross/Blue Shield, Tricare, Civilian Health and Medical Program of the Department of Veterans Affairs (CHAMPVA), Workers' Compensation and other third-party payers. Students should have basic computer and data entry skills. Medical software will be utilized to complete billing and coding exercises. This introductory course is for students interested in a career in a medical office as a medical assistant, a receptionist or an insurance biller/coder.

Course Credit Hours

Variable hours: No

Credits: 4

Lecture Hours: Instructor: 60 **Student:** 60

Lab: Instructor: 0 **Student:** 0

Clinical: Instructor: 0 **Student:** 0

Total Contact Hours: Instructor: 60 **Student:** 60

Repeatable for Credit: NO

Grading Methods: Letter Grades

Audit

Are lectures, labs, or clinicals offered as separate sections?: NO (same sections)

College-Level Reading and Writing

College-level Reading & Writing

College-Level Math

Requisites

Prerequisite

BIO 102 minimum grade "C"

or

Prerequisite

BIO 109 minimum grade "C"

or

Prerequisite

BIO 111 minimum grade "C"

and

Prerequisite

HSC 124 minimum grade "C"

General Education

General Education Area 7 - Computer and Information Literacy

Assoc in Arts - Comp Lit

Assoc in Applied Sci - Comp Lit

Assoc in Science - Comp Lit

Request Course Transfer

Proposed For:

Student Learning Outcomes

1. Identify diagnoses and procedures from source documents (medical charts, encounter forms, provider notes).

Assessment 1

Assessment Tool: Outcome-related exam questions

Assessment Date: Winter 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All sections

Number students to be assessed: All students

How the assessment will be scored: Answer key

Standard of success to be used for this assessment: 75% of students will score 75% or higher.

Who will score and analyze the data: Departmental faculty

2. Recognize types of medical insurance and identify characteristics that differentiate them from one another.

Assessment 1

Assessment Tool: Outcome-related exam questions

Assessment Date: Winter 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All sections

Number students to be assessed: All students

How the assessment will be scored: Answer key

Standard of success to be used for this assessment: 75% of students will score 75% or higher.

Who will score and analyze the data: Departmental faculty

3. Complete medical insurance claim forms for third-party payers.

Assessment 1

Assessment Tool: Outcome-related assignments

Assessment Date: Winter 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All sections

Number students to be assessed: All students

How the assessment will be scored: Departmentally-developed rubric

Standard of success to be used for this assessment: 75% of students will score 75% or higher.

Who will score and analyze the data: Departmental faculty

Course Objectives

1. Determine diagnoses and procedures from charts, encounter forms, and operative reports.
2. Discuss the processing of payers' remittance advices (RAs), explanations of benefits (EOBs) and patient billing/collections.
3. Process charges, payments, and adjustments to patient accounts.
4. Complete Health Insurance Portability and Accountability Act (HIPAA)-compliant health care claims for Medicare, Medicaid, and TRICARE/CHAMPVA.
5. Complete HIPAA-compliant health care claims for Workers' Compensation.
6. Complete HIPAA-compliant health care claims for private payers, including Blue Cross and Blue Shield Plans, commercial carriers, and managed care organizations.
7. Demonstrate a working knowledge of HIPAA, legal, and ethical consideration with emphasis on confidentiality.
8. Demonstrate a working knowledge of HIPAA, legal, and ethical consideration with emphasis on fraud related to insurance.
9. Follow the steps involved in the billing cycle.

New Resources for Course

Course Textbooks/Resources

Textbooks
Manuals
Periodicals
Software

Equipment/Facilities

<u>Reviewer</u>	<u>Action</u>	<u>Date</u>
Faculty Preparer: <i>Kiela Samuels</i>	<i>Faculty Preparer</i>	<i>Jan 22, 2025</i>
Department Chair/Area Director: <i>Valerie Greaves</i>	<i>Recommend Approval</i>	<i>Jan 27, 2025</i>
Dean: <i>Shari Lambert</i>	<i>Recommend Approval</i>	<i>Jan 28, 2025</i>
Curriculum Committee Chair: <i>Randy Van Wagnen</i>	<i>Recommend Approval</i>	<i>Apr 08, 2025</i>
Assessment Committee Chair: <i>Jessica Hale</i>	<i>Recommend Approval</i>	<i>Apr 13, 2025</i>
Vice President for Instruction: <i>Brandon Tucker</i>	<i>Approve</i>	<i>Apr 15, 2025</i>

Washtenaw Community College Comprehensive Report

MBC 224 Medical Insurance and Reimbursement Effective Term: Winter 2020

Course Cover

Division: Health Sciences

Department: Health Science

Discipline: Medical Billing and Coding

Course Number: 224

Org Number: 15900

Full Course Title: Medical Insurance and Reimbursement

Transcript Title: Med Ins and Reimbursement

Is Consultation with other department(s) required: No

Publish in the Following: College Catalog , Time Schedule , Web Page

Reason for Submission: Three Year Review / Assessment Report

Change Information:

Consultation with all departments affected by this course is required.

Rationale: Master syllabus update.

Proposed Start Semester: Fall 2019

Course Description: This introductory course is for students interested in a career in a medical office as a medical assistant, a receptionist or an insurance biller/coder. The course covers the fundamentals of health insurance, including plan options, carrier requirements, state and federal regulations, selecting relevant information from source documents, accurately completing claim forms and coding diagnoses and procedures. The student will be introduced to a variety of medical insurers, including Medicare, Medicaid, Blue Cross/Blue Shield, Tricare, CHAMPVA, Workers' Compensation and other third-party payers. Students should have basic computer and data entry skills. Medical software will be utilized to complete billing and coding exercises.

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College-Level Math

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and

Prerequisite

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General Education

General Education Area 7 - Computer and Information Literacy

Assoc in Arts - Comp Lit

Assoc in Applied Sci - Comp Lit

Assoc in Science - Comp Lit

Request Course Transfer

Proposed For:

Student Learning Outcomes

1. Identify diagnoses and procedures from source documents (medical charts, encounter forms, provider notes).

Assessment 1

Assessment Tool: Exam

Assessment Date: Winter 2021

Assessment Cycle: Every Three Years

Course section(s)/other population: All sections

Number students to be assessed: All students

How the assessment will be scored: Answer key

Standard of success to be used for this assessment: 75% of students will score 75% or higher.

Who will score and analyze the data: Departmental faculty

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4. Complete HIPAA-compliant health care claims for Medicare, Medicaid, and TRICARE/CHAMPVA.
5. Complete HIPAA-compliant health care claims for Workers' Compensation.
6. Complete HIPAA-compliant health care claims for private payers, including Blue Cross and Blue Shield Plans, commercial carriers, and managed care organizations.
7. Demonstrate a working knowledge of HIPAA, legal, and ethical consideration with emphasis on confidentiality.
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9. Follow the steps involved in the billing cycle.

New Resources for Course

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Equipment/Facilities

<u>Reviewer</u>	<u>Action</u>	<u>Date</u>
Faculty Preparer: <i>Kiela Samuels</i>	<i>Faculty Preparer</i>	<i>Jun 26, 2019</i>
Department Chair/Area Director: <i>Rene Stark</i>	<i>Recommend Approval</i>	<i>Jul 01, 2019</i>
Dean: <i>Valerie Greaves</i>	<i>Recommend Approval</i>	<i>Jul 12, 2019</i>
Curriculum Committee Chair: <i>Lisa Veasey</i>	<i>Recommend Approval</i>	<i>Aug 14, 2019</i>
Assessment Committee Chair: <i>Shawn Deron</i>	<i>Recommend Approval</i>	<i>Aug 29, 2019</i>
Vice President for Instruction: <i>Kimberly Hurns</i>	<i>Approve</i>	<i>Sep 04, 2019</i>