



Advanced training and certification for
outpatient coding professionals

Certified Medical Coder (CMC)[®] validates training and knowledge as an outpatient coding professional.




Providers need Certified Medical Coders capable of understanding the reimbursement cycle from encounter to claim.

- Certified professionals protect the practice's financial health by helping to limit audit liability and decrease claim denials.
- Certification signifies advanced knowledge and skills to auditors, compliance officers, employers and peers.
- Earning certification improves confidence when communicating with physicians, third-party payers, patients and business associates.

Recognition

PMI is recognized by the Centers for Medicare and Medicaid Services (CMS) as an example coding certification source for its Intermediary Provider Customer Service Program.¹ This recognition by CMS and hundreds of other healthcare organizations reinforces PMI's position as a leading provider of certification for medical office staff.

¹ Implementation of § 921 of the Medicare Modernization Act (MMA) – Provider Customer Service Program. Pub. 100-20 One-Time Notification, Transmittal 113, September 12, 2004, pg. 8.



Class Outline

Medical Terminology

- Makeup and pronunciation of medical terms/words
- Key review of the human body systems, illustrations and review of anatomic position and directional terms
- Root words, prefixes, suffixes and supplemental terms
- Combined forms associated with medical conditions
- Definitions for common medical abbreviations
- Analysis of physician orders and narratives

ICD-10-CM Coding

- Instruction on the guidelines, organization, and groupings of ICD-10-CM
- Accurate translation of medical terminology for diseases into codes
- Designation of symbols, punctuations, abbreviations, keywords, unspecified codes and other coding conventions
- ICD-10-CM subcategories, classifications and extensions
- Outline of the complete coding and reimbursement equation
- Primary vs. secondary code selection
- Diagnostic coding guidelines such as laterality, sequelae, etc.
- Differentiate between signs/symptoms and ill-defined conditions and a diagnosis
- Correct rules and guidelines for assigning codes for neoplasms, adverse effects, pregnancy, childbirth, wounds, burns, injuries, HIV/AIDS, etc.
- Unsubstantiated and borderline diagnoses
- Application of ICD-10 coding conventions
- How to determine the accurate diagnostic code order
- Proper use of tables
- Problem set coding exercises for hands-on comprehension

Procedural Coding - CPT® and HCPCS

- Key elements of physician documentation that drive the assignment of CPT codes
- Accurate code assignment through the application of coding guidelines
- HCPCS/CPT coding process and steps
- Format and conventions used in the HCPCS/CPT coding manuals
- Global and unbundled procedures, and their impact on coding in CPT

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- Identify unlisted procedures and how to bill them
- Modifier usage for appropriate reimbursement and efficient claims processing
- Evaluation and management service types
- E/M guidelines and levels of service
- Medical record documentation as related to the application of E/M coding
- Bundled services guidelines for surgery coding
- New versus established patient guidelines
- Surgery coding guidelines
- Hands-on exercises coding common procedures and services provided by physicians

Ancillary Services & Advanced Coding

- Maternity and delivery services
- Types of radiology services
- Technical and professional component distinction
- Billing supervision and interpretation (S&I) services
- Laboratory procedure types
- Billing for qualitative detection versus quantitative detection
- Billing laboratory panel tests
- Types of pathology services
- Coding services in the medicine section
- Billing for administration of vaccines and immunizations
- Types of dialysis
- Guidelines used to assign ophthalmologic examinations
- Advanced coding problem set exercises

About PMI

Practice Management Institute® (PMI) teaches physicians and their staffs how to run a more productive, profitable and compliant medical office. Each year, thousands of medical office professionals look to PMI as a leading provider of continuing education and credentialing. These training programs have been hosted in leading hospitals, medical societies and colleges across the U.S. for 35 years.

PMI awards certification by exam to accomplished medical office professionals in the competency areas of coding, reimbursement, compliance and management. More than 20,000 medical office professionals have earned credentials through PMI. Visit pmiMD.com to learn more now.



Program Information

Fee: \$1,250

This program includes classroom instruction, course manual, hands-on exercises, exam preparation handbook, and six-hour certification exam. A passing score of 70% or better is required to earn CMC certification.

Prerequisites

Working knowledge of coding in an outpatient setting is required. CMC candidates without prior medical coding experience should complete PMI's free online Medical Coding Assessment prior to the first class meeting. Visit pmiMD.com/areyouready for more information.

Required Class Materials

Students must have current editions of CPT®, HCPCS, ICD-10-CM, and a medical dictionary to fully participate in this course. For added support, participants may elect to purchase PMI's Medical Coding Basics Bundle at pmiMD.com/onlinelearning



The Certified Medical Coder (CMC)® program is approved for up to 29 CEUs for Practice Management Institute® certified professionals (CMIS/CMOM/CMCO). This program has prior approval from the American Medical Billing Association for 29 CEUs. All others seeking CEUs should verify approval by their organization prior to enrollment.

4 ways to earn your CMC



Classroom

Live classroom training is hosted by leading hospitals, healthcare organizations, medical societies and colleges across the U.S.



Webinar

Live webinar training includes a full course manual and access to 12 live 90-minute webinars. Attendance at all live sessions is not required. Recordings can be accessed online anytime approximately 24-48 hours after the original recording date. [The certification exam is included.](#)



Online

Start the CMC online training program anytime with access to 12 pre-recorded lectures, medical terminology module, study guide, plus online faculty support. [The certification exam is included.](#)



Exam Challenge

For experienced professionals, an "Exam Only" option is available for \$299 testing fee which includes a basic exam guide and one live proctored exam.

To Register

Visit pmiMD.com/certify or call (800) 259-5562

Payment plan available. Visit pmiMD.com/paymentplan.asp