

MEDICAL BILLING SPECIALIST CERTIFICATE

Program Number: 61-160-3
Certificate

Campus: Fond du Lac

This program is **not** eligible for financial aid

Start your career in the medical records and information field in as little as one year with a Medical Billing Specialist Certificate from Moraine Park Technical College.

About the Program

Medical billing specialists review patient charts to transcribe patient history into standardized medical codes that can be used by both the health care providers and insurance companies.

The Medical Billing Specialist Certificate at Moraine Park prepares students to enter the growing medical records and information field with a strong foundation and understanding of the complex billing processes in a health care organization.

What You'll Learn

The Medical Billing Specialist certificate teaches students the basics of medical terminology and billing practices, as well as hands-on experience using medical billing and coding software programs. MPTC's Medical Billing Specialist certificate prepares students for the Certified Professional Coder (<http://www.aapc.com/certification/cpc/>) designation from the American Academy of Professional Coders (AAPC) (<http://www.aapc.com/>).

The courses from this certificate can be directly transferred into Moraine Park's Medical Office Specialist (<https://catalog.morainepark.edu/programs/medical-office-specialist/>) technical diploma and Medical Office Management (<https://catalog.morainepark.edu/programs/medical-office-management-aas/>) Associate of Applied Science degree should students choose to continue their education.

Transfer Opportunities

Earn credits at MPTC and transfer to a four-year college to earn your bachelor's degree.

Visit the Transfer Opportunities (<https://www.morainepark.edu/academics/transfer-information/transfer-to-a-four-year-college/>) page for more information on credit transfer agreements between Moraine Park and four-year colleges, both public and private.

Admission Process

Standard Admissions (<http://www.morainepark.edu/admissions/new-student/how-to-apply-for-admissions/>) steps details

Credit for Prior Learning

Earn college credit outside the classroom through Moraine Park's Credit for Prior Learning (CPL) opportunities. Credit opportunities are available for:

- Previous college coursework from prior institutions
- Military training and experience

- Passing of MPTC or national exams
- Skills or knowledge developed on the job or through other life experiences

Visit MPTC's Credit for Prior Learning (<https://www.morainepark.edu/academics/transfer-information/credit-for-prior-learning/>) page for more information.

Approximate Costs

- \$141.00 per credit (resident)
- \$211.50 per credit (out-of-state resident)
- Online students are not charged out-of-state fees.
- Please refer to the MPTC Student Handbook (<http://www.morainepark.edu/studenthandbook/>) for additional enrollment fee information.

Course Requirements

Course	Title	Credits
Semester 1		
501-101	Medical Terminology	3
501-107	Digital Literacy for Healthcare	2
509-102	Human Body in Health and Disease	3
509-107	Medical Office Insurance and Finance	2
Credits		10
Semester 2		
160-151	Specialized Insurance Claims	3
160-152	Electronic Patient Billing	3
509-109	Medical Law, Ethics and Professionalism	2
Credits		8
Total Credits		18

Pathways

- Medical Office Management Associate Degree (<https://catalog.morainepark.edu/programs/medical-office-management/>)
 - Medical Office Specialist Technical Diploma (<https://catalog.morainepark.edu/programs/medical-office-specialist/>)
 - Administrative Medical Assistant Certificate (<https://catalog.morainepark.edu/programs/administrative-medical-assistant-certificate/>)
 - Health Care Leadership Certificate (<https://catalog.morainepark.edu/programs/health-care-leadership-certificate/>)
 - Medical Billing Specialist Certificate (p. 1)

Earn certificates, a technical diploma and associate degree along this pathway. Start with some courses for entry-level employment, and continue with additional courses for higher wages and job advancement.

Career Opportunities

- Medical Billing Clerk
- Medical Accounts Receivable Clerk
- Medical Claims Specialist