Outpatient Medical Coding

Welcome to the KMCB 0201 Outpatient Medical Coding course. This course examines how and why a medical coder translates patient chart notes and surgical notes into medical numerical and alphabetic codes for insurance billing. Concepts and rules governing diagnostic and procedural coding in the outpatient setting are taught using the ICD-10-CM, CPT, and HCPCS coding manuals. Students will learn HIPAA laws and regulations and will become HIPAA certified. The course includes web-enhanced lectures, exercises, and practical applications using Canvas. It allows for self-paced, competency-based, individualized student training. The course will help students prepare for the AAPC and/or AHIMA National Coding Certification exams. Students will demonstrate proficiency of ten competencies by passing assessment exams.

Competencies

Upon completion of the course, you will be rated as MC (Mastered Competency) or NM (Not-Mastered Competency) for the course based on established competencies. You will:

1. Become HIPAA certified.

2. Describe coding practice management used in a medical office setting.

3. Demonstrate correct medical diagnostic coding utilizing the guidelines, alphabetic index, and tabular list in the current ICD-10–CM coding manual.

4. Describe correct drug, supply and service coding according to the guidelines in the current Healthcare Common Procedure Coding System (HCPCS) coding manual.

5. Demonstrate correct surgical coding based on American Medical Association (AMA) guidelines using the most recent Current Procedural Terminology (CPT) coding manual.

6. Demonstrate anesthesia services coding based on American Medical Association (AMA) guidelines using the most recent Current Procedural Terminology (CPT) coding manual.

7. Demonstrate radiology coding based on American Medical Association (AMA) guidelines using the most recent Current Procedural Terminology (CPT) coding manual.

8. Demonstrate pathology and laboratory services coding based on American Medical Association (AMA) guidelines using the most recent Current Procedural Terminology (CPT) coding manual.

9. Demonstrate correct medical evaluation and management medical coding based on American Medical Association (AMA) guidelines using the most recent Current Procedural Terminology (CPT) coding manual.

10. Demonstrate correct coding for the Medicine section based on American Medical Association (AMA) guidelines using the most recent Current Procedural Terminology (CPT) coding manual.

Read the **Syllabus** to understand the expectations for this course. The instructor will go through the syllabus and review the textbook with you on your first day of class.

In the left navigation bar, there is a Course Tools menu. It provides information about what tools you need for the course and how to navigate in Canvas.

The first Module is named "2018 Errata." This will include textbook and code manual updates. When we are notified of errors in the CPT, ICD-10-CM, and HCPCS coding manuals and the textbooks, the corrections will be loaded into this area. It is important to mark all the corrections in your coding manuals and textbooks that are contained in this link. These will be updated as additional errors are found, so check back with them periodically. The **Modules** link is in the left navigation bar.

Start the course with **HIPAA** by clicking on the icon below. Your instructor will need to set you up in this module so please check with him/her. You can also click on the **Modules** link in the left navigation bar. Remember to complete each competency in the order below.

HIPAA	Chapter 8
Chapter 1	Chapter 9
Chapter 2	Chapter 10
Chapter 3	Chapter 11
Chapter 4	Chapter 12
Chapter 5	Chapter 13
Chapter 6	Chapter 14
Chapter 7	Chapter 15

Textbook & Code Book Updates & Corrections

Check the updates regularly for corrections and updates to the course material.

2018 MCT CPC Practical Application Errata_011818.pdf

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2018 CPC Curriculum Updates

November 8, 2017 - This curriculum updates document includes the changes necessary based on the new 2018 HCPCS code set release.

01.01 Competency 1 HIPAA Training

Introduction to HIPAA Certification Training

It is important to keep medical information confidential. All employees who work in a medical facility must be familiar with The Health Insurance Portability and Accountability Act of 1996 (or HIPAA). This act protects the privacy of a patient's medical health record and who may access his or her personal health record.

This module contains HIPAA certification training from Healthcare CompliancePro. When you complete the training and pass the exam, you will be HIPAA certified!

At the end of this training, you will be:

- HIPAA certified.

Complete the online training program for HIPAA Privacy & Security Certification. Ask your instructor to set up your log-in to begin and for any other questions. (Please **DO NOT** contact the company that provides the training!) Once you have completed your training, print off and bring your certificate to your instructor. This certificate signifies you have achieved Competency 1.

Instructions

1. Ask your instructor to set-up your login. Your instructor will email you your login name and password when you are set up. Then click the link below:

[Healthcare Compliance Pros Training (Links to an external site.)Links to an external site.](#)

2. Click the LOGIN button at the upper right.

3. Enter your username and password (provided by the instructor) and click the SUBMIT button.

4. Click the Start Course link by the HIPAA Privacy & Security training.

5. View the information on the slides, take the quizzes, and take the post-test. You must receive a minimum score of 80% to receive the certificate.

6. Once you have completed all the items, print out your certificate and hand in to your instructor. Your instructor will then record your completion for this module in the Gradebook in Canvas.

The Business of Medicine Introduction

Medical coding is the process of translating written documents in a medical record into a series of numeric or alpha-numeric codes. These codes describe diagnoses, services, medical and surgical services and procedures, and supplies. The codes serve as a common shorthand language for data collection. More commonly, the codes are sent to insurance companies for patient reimbursement for medical care and services.

You will learn about the business part of medicine in this module as a preface to becoming a medical coder. You are about to embark on an amazing journey!

After you have completed Competency 2, The Business of Medicine, you will be able to:

- Describe how a medical office functions.

- Describe what a medical coder does.

- identify different types of payers.

- define medical necessity.

- Describe what an advance beneficiary notice is.

- Describe the need for a compliance plan for use in a medical facility.

- Explain how to use Subjective Objective Assessment Plan (SOAP) notes in medical coding.

Chapter 1 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 1 – The Business of Medicine, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 1 Quiz.

3. Watch Chapter 1 Video Lecture.

4. Read Chapter 1 FAQs.

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Note: Because this course is set up in Canvas rather than Blackboard, please **disregard any Blackboard specific instructions**. You can check out an answer key for use in the classroom by asking an instructor.

5. Complete Chapter 1 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Question #7 is missing from the Practical Application Workbook. Please see the Errata.

7. Complete Chapter 1 Practical Application quiz.

8. Complete Chapter 1 Review Exam.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 1 Quiz

Instructions

To take a quiz:

1. Click **Take this Quiz** link.

2. Read each question and choose the best answer(s).

3. When you have answered all the questions, click the **Submit** button. You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 1 Video Lecture

Click the link below to view the interactive lecture. To view the closed-captioning, click M**enu** at the upper right and click **Off** to turn on.

[The Business of Medicine (Links to an external site.)Links to an external site.](#)

Chapter 1 Practical Application- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz** link.

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** button. You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 1 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz** link.

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** button. You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 80% is required to achieve competency for Chapter 1. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Chapter 2: Medical Anatomy and Terminology Review Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 2 – Anatomy and Terminology, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 2 Quiz.

3. Watch Chapter 2 Video Lecture.

4. Read Chapter 2 FAQs.

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5.   Complete Chapter 2 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6.   Complete Chapter 2 Practical Application quiz.

7.   Complete Chapter 2 Review. You will not need to engage LockDown Browser for this exam and you may take it three times, if needed.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Note: The answers to this chapter test questions may not be in your text. These questions are testing your knowledge of basic anatomy and medical terminology. You may use your dictionary, anatomy books and the internet if you come across terms you do not know for this chapter and in the course. Knowledge of anatomy and medical terminology is imperative for medical coding. You will not be able to use these extra tools in the CPC Certification Exam.

Chapter 2 Quiz

Instructions

To take a quiz:

1.   Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2.   Log into Canvas.

3.   Find the quiz.

4.   Click **Take this Quiz**

5.   Read each question and choose the best answer(s).

6.   When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 2 Video Lecture

Click the link below to view the interactive lecture. To view the closed-captioning, click **Menu** at the upper right and click **Off** to turn on.

[Medical Terminology and Anatomy Review (Links to an external site.)Links to an external site.](#)

Chapter 2 Practical Application

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1.   Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2.   Log into Canvas

3.   Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 2 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

ICD-10-CM introduction

The ICD-10-CM diagnostic coding system went live in the United States on October 1, 2015. The medical community had been waiting for this coding system for years to have diagnostic codes that were more specific than ICD-9. However, many were nervous about the change because the number of codes went from about 17,000 codes in ICD-9 to 170,000 codes in ICD-10! It is a fabulous coding system to more precisely identify illness and medical encounters.

You will learn how to look up diagnostic codes in this module, view the layout of the ICD-10-CM coding book, and learn the Official Guidelines for coding and reporting.

This module covers Competency 3, Diagnostic Medical Coding. You will learn about Diagnostic Medical Coding in Chapters 3, 4, and 5.

When you have completed this competency, you will be able to:

- Analyze the information from patient chart notes and surgical notes to identify the diagnostic terms.

- Select the correct diagnostic code (characters), using the guidelines, alphabetic index, and tabular list.

- Identify ICD-10-CM coding conventions.

- Demonstrate correct coding utilizing the Index to External Causes.

- Demonstrate correct coding utilizing the guidelines for V Codes.

- Select the correct coding sequence for billing purposes.

Chapter 3 Assignments

Complete the following assignments for this chapter:

1. If needed - Print the updated ICD-10-CM Guidelines (Links to an external site.)Links to an external site.. Some books have the updated Guidelines already included.

2. Read: Chapter 3 – Introduction to ICD-10-CM, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

3. Complete Chapter 3 Quiz.

4. Watch Chapter 3 Video Lecture.

5. Read Chapter 3 FAQs.

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6. Complete Chapter 3 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

7. Complete Chapter 3 Practical Application quiz.

8. Complete Chapter 3 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 3 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 3 Video Lecture

Click the link below to view the interactive lecture. To view the closed-captioning, click **Menu** at the upper right and click **Off** to turn on.

Introduction to ICD-10-CM (Links to an external site.)Links to an external site.

Chapter 3 Practical Application- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**
5. Read each question and choose the best answer(s).
6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 3 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**
5. Read each question and choose the best answer(s).
6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

ICD-10-CM Coding Chapters 1-11 Introduction

Did you know that most (but not all) body systems have their own sets of guidelines in ICD-10-CM? Certain diseases and illnesses also have their own specific coding rules. Diabetes mellitus, neoplasms, substance abuse, and myocardial infarctions are a few examples. Knowledge of the Chapter-Specific Coding Guidelines located in the front of your ICD-10-CM coding manual are essential for correct coding. You will learn the guidelines for chapters 1 through 11 of the ICD-10 coding manual in this module. It is important to take notes in these guidelines and learn them well because you can use your coding manuals during exams!

Forge ahead to learn and then code the diagnoses in actual redacted patient chart notes and surgical procedures!

Chapter 4 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 4 – ICD-10-CM Coding Chapters 1-11, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 4 Quiz.

3. Watch Chapter 4 Video Lectures.

4. Review the Chapter 4 Practical Application Helpful Guidelines.

5. Complete Chapter 4 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 4 Practical Application quiz.

7. Complete Chapter 4 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 4 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 4 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click **M**enu at the upper right and click **Off** to turn on.

ICD-10-CM Chapter 1: Certain Infectious and Parasitic Diseases (A00-B99) - Part 1 (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 1: Certain Infectious and Parasitic Diseases (A00-B99) - Part 2 (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 2: Neoplasms (C00-D49) (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 3: Disease of the Blood and Blood-Forming Organs and Certain Disorders Involving the Immune Mechanism (D50-D89) (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 4: Endocrine, Nutritional, and Metabolic Diseases (E00-E89) (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 5: Mental, Behavioral and Neurodevelopmental Disorders (F01-F99) (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 6: Diseases of the Nervous System (G00-G99) (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 7: Diseases of the Eye and Adnexa (H00-H59) (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 8: Diseases of the Ear and Mastiod Process (H60-H95) (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 9: Diseases of the Circulatory System (I00-I99) (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 10: Diseases of the Respiratory System (J00-J99) (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 11: Diseases of the Digestive System (K00-K95) (Links to an external site.)Links to an external site.

Chapter 4 Practical Application Helpful Guidelines

Review the important documents in the links above before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports

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   o Alternative formats

   - Tips to help extract the correct diagnosis codes from an operative report.

2. Chapter 4 –Practical Application Tips & FAQs

   Settings

   o Preview

- o   [Download](#)
- o   [Alternative formats](#)

    - Tips by case to assist in accurate code selection followed by FAQs.

3.   [Lecture: Chapter 4 Practical Application - Case 1 (Links to an external site.)Links to an external site.](#) - Video shows tips on coding for Case 1.

Chapter 4 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1.   Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2.   Log into Canvas
3.   Find the quiz you want.
4.   Click **Take this Quiz**
5.   Read each question and choose the best answer(s).
6.   When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 4 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1.   Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2.   Log into Canvas
3.   Find the quiz you want.
4.   Click **Take this Quiz**
5.   Read each question and choose the best answer(s).

6.   When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook <u>**can NOT be used** during the exam</u>.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 4 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1.   Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2.   Log into Canvas

3.   Find the quiz you want.

4.   Click **Take this Quiz**

5.   Read each question and choose the best answer(s).

6.   When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

<u>Chapter Review Exams</u> determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

ICD-10-CM Coding Chapters 12-21 Introduction

This module will give instructions for chapters 12-21 in your ICD-10 coding manual. You will continue to learn the Specific Chapter Guidelines for the skin and subcutaneous tissue, diseases of the musculoskeletal system, congenital malformations, and pregnancy and childbirth (among others). You will learn that pregnancy codes take precedence over all other codes!

You will also learn about codes for external causes of morbidity. In other words: How did this accident happen? Where did it happen? What activity was occurring at the time? You will additionally learn codes for when a patient presents to a healthcare facility for reasons other than an illness or injury. For example when a patient has a medical encounter to receive a vaccination, get a mammogram, or come in for a chemotherapy treatment.

When you complete this module, you will know the ICD-10-CM Diagnostic Coding System!

Chapter 5 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 5 – ICD-10-CM Coding Chapters 11-21, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 5 Quiz.

3. Watch Chapter 5 Video Lectures.

4. Review the Chapter 5 Practical Application Helpful Guidelines.

5. Complete Chapter 5 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 5 Practical Application quiz.

7. Complete Chapter 5 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 5 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score.

Chapter 5 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click M**enu** at the upper right and click **Off** to turn on.

[ICD-10-CM Chapter 12: Diseases of the Skin and Subcutaneous Tissue (L00-L99) (Links to an external site.)Links to an external site.](#)

[ICD-10-CM Chapter 13: Diseases of the Musculoskeletal System and Connective Tissue (M00-M99) (Links to an external site.)Links to an external site.](#)

[ICD-10-CM Chapter 14: Diseases of Genitourinary System (N00-N99) (Links to an external site.)Links to an external site.](#)

[ICD-10-CM Chapter 15: Pregnancy, Childbirth, and the Puerperium (O00-O9A) (Links to an external site.)Links to an external site.](#)

[ICD-10-CM Chapter 16: Certain ConditionsOriginating in the Perinatal Period (P00-P96) (Links to an external site.)Links to an external site.](#)

[ICD-10-CM Chapter 17: Congenital Malformations, Deformations, and Chromosomal Abnormalities (Q00-Q99) (Links to an external site.)Links to an external site.](#)

ICD-10-CM Chapter 18: Symptoms, Signs, and Abnormal Clinical and Lanoratory Findings, Not Elsewhere Classified (R00-R99) (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 19: Injury, Poisoning, and Certain Other Consequences of External Causes (S00-T88) (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 20: External Causes of Morbidity (V00-Y99) (Links to an external site.)Links to an external site.

ICD-10-CM Chapter 21: Factors Influencing Health Status and Contact with Health Services (Z00-Z99) (Links to an external site.)Links to an external site.

Chapter 5 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.

2. Chapter 5 – Practical Application Tips & FAQs

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   o Preview

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   o Alternative formats

    - Tips by case to assist in accurate code selection followed by FAQs.

3. Lecture: Chapter 5 Practical Application - Case 1 (Links to an external site.)Links to an external site. - Video shows tips on coding for Case 1.

Chapter 5 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 5 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 5 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the

first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Introduction to CPT®, Surgery Guidelines, HCPCS, and Modifiers Introduction

This module covers four separate, but very important items:

1. An introduction to your CPT coding manual. This manual contains codes for "procedures or services" given in a healthcare facility. The major portion of the Outpatient Coding course is focused on learning how to code procedures from your CPT coding manual.

2. Surgery guidelines. These guidelines include the services that are included in surgical codes.

3. HCPCS coding manual. This is a smaller coding manual that contains the codes for a large variety of services and procedures. It contains codes for ambulances, drugs, durable medical equipment, and chapters that are specific for Medicare, Medicaid, or private insurance.

4. Modifiers. Many codes may be "modified" by particular circumstances that may raise or lower the payment for that procedure. Other modifiers are informational in nature, but important to an insurance company. You will learn what these modifiers are and how they are used.

Only Item #3 in the list above will be tested in Competency 4. However, knowledge of the other items will be included in the Competency 5 Exam so be sure you review and learn the information.

This module covers Competency 4, Drug, Supply, and Service Coding. Chapter 6 covers competency 4.

When you have completed this competency, you will be able to:

- Demonstrate how to code prescription drugs using the HCPCS guidelines.

- Demonstrate how to code for medical supplies and services.

- Identify, interpret, and apply modifiers for coding drugs, supply, and services.

- Select the correct coding sequence for billing purposes.

Chapter 6 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 6 – Introduction to CPT®, Surgery Guidelines, HCPCS, and Modifiers, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 6 Quiz.

3. Watch Chapter 6 Video Lectures.

4. Look over the 2017 HCPCS Codebook.

5. Read Chapter 6 FAQs

   Settings

   o Preview

   o Download

   o Alternative formats

6. Complete Chapter 6 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

7. Complete Chapter 6 Practical Application quiz.

8. Complete Chapter 6 Review.

Chapter 6 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

When you have answered all the questions, click the **Submit** button. You will be shown your score.

Chapter 6 Videos Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click M**enu** at the upper right and click **Off** to turn on.

[Introduction to CPT (Links to an external site.)Links to an external site.](#)

[Introduction to HCPCS Level II (Links to an external site.)Links to an external site.](#)

[Introduction to the Global Surgical Package and Modifiers (Links to an external site.)Links to an external site.](#)

Chapter 6 Practical Application- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6.   When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 4: Chapter 6 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1.   Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2.   Log into Canvas

3.   Find the quiz you want.

4.   Click **Take this Quiz**

5.   Read each question and choose the best answer(s).

6.   When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Integumentary System Introduction

The Integumentary System is made up of structures covering the human body: skin, hair, nails, sebaceous glands, and sweat glands. Did you know that our skin is the largest organ of the body? We will review diseases of the skin. infections, burns, and a variety of lesions. Then you will be instructed on how to code a variety of procedures on the skin including repairs, biopsies, skin grafts and destruction. Procedures on the breast are also included in Chapter 7 including augmentation, mammoplasty, and mastectomies.

This module covers Competency 5, Surgical Medical Coding. You will learn about Surgical Medical Coding in Chapters 7-15. Each chapter covers a different topic and you will practice coding for those specific topics.

When you have completed this competency, you will be able to:

•   Identify procedures performed based on surgical and patient chart notes.

•   Locate surgical procedure in CPT index and interpret guidelines and parenthetical notes.

•   Choose code based on CPT guidelines and parenthetical notes located in related body system section.

- Sequence codes using CPT protocols for each body system and type of surgical procedure.

- Identify, interpret, and apply CPT and HCPCS modifiers when appropriate to code for procedures.

- Select the correct coding sequence for billing purposes.

Chapter 7 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 7 – Integumentary System, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 7 Quiz.

3. Watch Chapter 7 Video Lectures.

4. Review the Chapter 7 Practical Application Helpful Guidelines.

5. Complete Chapter 7 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 7 Practical Application quiz.

7. Complete Chapter 7 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 7 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

When you have answered all the questions, click the **Submit** button. You will be shown your score.

Chapter 7 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click **Menu** at the upper right and click **Off** to turn on.

Fine Needle Aspiration (Links to an external site.)Links to an external site.

Incision and Drainage (Links to an external site.)Links to an external site.

Foreign Body Removal - Integumentary (Links to an external site.)Links to an external site.

Abscess Drainage, Pilonidal Cyst, Hidradenitis (Links to an external site.)Links to an external site.

Debridement (Links to an external site.)Links to an external site.

Paring or Cutting, Biopsy (Links to an external site.)Links to an external site.

Removal of Skin Tags, Shaving Lesions (Links to an external site.)Links to an external site.

Destruction (Links to an external site.)Links to an external site.

Excisions (Links to an external site.)Links to an external site.

Nails (Links to an external site.)Links to an external site.

Repair (Links to an external site.)Links to an external site.

Adjacent Tissue Transfers (Links to an external site.)Links to an external site.

Skin Replacement Surgery (Links to an external site.)Links to an external site.

Flaps & Grafts (Links to an external site.)Links to an external site.

Pressure Ulcers (Links to an external site.)Links to an external site.

Burns (Links to an external site.)Links to an external site.

Mohs Surgery (Links to an external site.)Links to an external site.

Breast Incisions (Links to an external site.)Links to an external site.

Breast Biopsy (Links to an external site.)Links to an external site.

Mastectomy Procedures (Links to an external site.)Links to an external site.

Chapter 7 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.
2. Chapter 7 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.
3. Lecture: Chapter 7 Practical Application - Case 1 (Links to an external site.)Links to an external site. - Video shows tips on coding for Case 1.

Chapter 7 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 7 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 7 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Musculoskeletal System Introduction

When grandmother falls and breaks her hip, the codes for the repair procedure will fall into the Musculoskeletal System. This is the longest surgical section of the CPT coding manual and explores how muscles and bones work together to form the framework for the body and the many procedures used to keep this system in shape. Most of us know someone who has fractured an arm or leg and a manipulation or reduction must be performed by a physician to return the fracture to its normal anatomical position. You will learn procedures for internal fixation and spinal instrumentation and how to code those procedures.

The hand is of special interest when it comes to surgical procedures. It is divided into "zones" for surgical purposes. Zone II or "No Man's Land is one of the most difficult areas to surgically treat because of the many ligaments, bones, and tendons involved. You will also enjoy learning about the muscles, ligaments, tendons and surgical procedures to treat injuries or diseases in these areas.

Chapter 8 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 8 – Musculoskeletal System, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 8 Quiz.

3. Watch Chapter 8 Video Lectures.

4. Review the Chapter 8 Practical Application Helpful Guidelines.

5. Complete Chapter 8 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 8 Practical Application quiz.

7. Complete Chapter 8 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 8 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

When you have answered all the questions, click the **Submit** button. You will be shown your score.

Chapter 8 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click **Menu** at the upper right and click **Off** to turn on.

Arthrocentesis, Aspiration, Injections (Links to an external site.)Links to an external site.

Wound Exploration (Links to an external site.)Links to an external site.

Fractures (Links to an external site.)Links to an external site.

Head (Links to an external site.)Links to an external site.

Neck (Links to an external site.)Links to an external site.

Back & Flank (Links to an external site.)Links to an external site.

Spine (Links to an external site.)Links to an external site.

Abdomen (Links to an external site.)Links to an external site.

Shoulder (Links to an external site.)Links to an external site.

Forearm and Wrist (Links to an external site.)Links to an external site.

Humerus (Upper Arm) and Elbow (Links to an external site.)Links to an external site.

Hands and Fingers (Links to an external site.)Links to an external site.

Pelvis and Hip Joint (Links to an external site.)Links to an external site.

Legs (Links to an external site.)Links to an external site.

Foot & Toes (Links to an external site.)Links to an external site.

Arthroscopy - Knee (Links to an external site.)Links to an external site.

Endoscopy/Arthroscopy (Links to an external site.)Links to an external site.

Chapter 8 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.

2. Chapter 8 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

Chapter 8 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**
5. Read each question and choose the best answer(s).
6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 8 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**
5. Read each question and choose the best answer(s).
6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 5: Chapter 8 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away

Respiratory, Hemic, Lymphatic, Mediastinum, Diaphragm Introduction

Chapter 9 discusses the Respiratory System which includes diseases and procedures of the nose, sinuses, larynx (voice box), trachea, bronchi, lungs, and pleura. (Notice how the procedures go from top to bottom!) This would include procedures for lung cancer, a deviated septum, and rhinoplasty (or as you may have heard it, a nose job)! The mediastinum is the central cavity of the chest.

The Hemic and Lymphatic Systems include the spleen and bone marrow, and the lymph nodes and lymphatic channels. You have probably heard of someone donating bone marrow to help someone help suffering from leukemia. The code for that procedure is found in this chapter. You will find this material informational and interesting!

Chapter 9 Assignments

Complete the following assignments for this chapter:

1. Read: Chapter 9 – Respiratory, Hemic, Lymphatic, Mediastinum, Diaphragm, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 9 Quiz.

3. Watch Chapter 9 Video Lectures.

4. Review the Chapter 9 Practical Application Helpful Guidelines.

5. Complete Chapter 9 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 9 Practical Application quiz.

7. Complete Chapter 9 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 9 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**
5. Read each question and choose the best answer(s).
6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 9 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click **Menu** at the upper right and click **Off** to turn on.

Respiratory System - Nose (Links to an external site.)Links to an external site.

Respiratory System - Foreign Body Removal-Nose (Links to an external site.)Links to an external site.

Respiratory System - Accessory Sinuses (Links to an external site.)Links to an external site.

Respiratory System - Larynx (Links to an external site.)Links to an external site.

Respiratory System - Airway procedures (Links to an external site.)Links to an external site.

Respiratory System - Trachea and Bronchi (Links to an external site.)Links to an external site.

Respiratory System - Lungs & Pleura (Links to an external site.)Links to an external site.

Hemic and Lymphatic Systems - Spleen (Links to an external site.)Links to an external site.

Hemic and Lymphatic Systems - Lymph Nodes and Lymphatic Channels (Links to an external site.)Links to an external site.

Mediastinum and Diaphragm - Mediastinum (Links to an external site.)Links to an external site.

Mediastnum and Diaphragm - Diaphragm (Links to an external site.)Links to an external site.

Chapter 9 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.
2. Chapter 9 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

Chapter 9 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**
5. Read each question and choose the best answer(s).
6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 9 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**
5. Read each question and choose the best answer(s).
6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 5: Chapter 9 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Cardiovascular System Introduction

The Cardiovascular System is divided into two major areas: 1) Procedures performed on the Heart and Pericardium, and 2) the Arteries and Veins. The Cardiovascular System is detailed and complex and medical coders may find it a particularly challenging system to code. However, you will learn about and how to code procedures as varied as pacemakers, valve replacements, coronary artery bypass grafts or CABG, procedures performed by catheters, aneurysm repairs, and venous and arterial grafts. Heart/Lung transplants are also coded from this area. The information is amazing and you will be surprised at the terms you have heard that will now have meaning!

Codes relevant to the Cardiovascular System are found in several different sections of the CPT codebook (surgery, radiology, and medicine) and the ICD-10-CM and HCPCS coding manuals.

Chapter 10 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 10 – Cardiovascular System, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 10 Quiz.

3. Watch Chapter 10 Video Lectures.

4. Review the Chapter 10 Practical Application Helpful Guidelines.

5. Complete Chapter 10 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 10 Practical Application quiz.

7. Complete Chapter 10 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 10 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit.** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 10 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click **Menu** at the upper right and click **Off** to turn on.

Pacemaker/ICD (Links to an external site.)Links to an external site.

Pericardium (Links to an external site.)Links to an external site.

Tissue Ablation (Links to an external site.)Links to an external site.

Heart and Great Vessels (Links to an external site.)Links to an external site.

Cardiac Valves (Links to an external site.)Links to an external site.

CABG (Links to an external site.)Links to an external site.

Endovascular Repair (Links to an external site.)Links to an external site.

Carotid Endarterectomy (Links to an external site.)Links to an external site.

Coronary Therapeutic Services (Links to an external site.)Links to an external site.

Bypass Graft (Links to an external site.)Links to an external site.

Catheter Placement (Links to an external site.)Links to an external site.

Central Venous Access Procedures (Links to an external site.)Links to an external site.

AV Fistula (Links to an external site.)Links to an external site.

Portal Decompression (Links to an external site.)Links to an external site.

Transcatheter Procedures (Links to an external site.)Links to an external site.

Vascular Embolization and Occlusion (Links to an external site.)Links to an external site.

Ligation (Links to an external site.)Links to an external site.

Chapter 10 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.

2. Chapter 10 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

3. Lecture: Chapter 10 Practical Application - Case 1 (Links to an external site.)Links to an external site.

Chapter 10 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 10 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 5: Chapter 10 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Digestive System Introduction

The Digestive System consists of the digestive tract and its accessory organs. It is a long, hollow, muscular tube beginning at the lips and ending at the anus. It includes the mouth, pharynx, esophagus, stomach, small intestines, and large intestines. The accessory organs include the salivary glands, liver, pancreas, and gallbladder. You will code procedures such as tonsillectomies, esophagogastroduodenoscopies (upper GI's), colonoscopies, bariatric surgery (for weight loss), appendectomies, colectomies, hemorrhoidectomies, removal of gall stones and

cholescystectomies, and liver and pancreas transplants! Try saying all those procedures quickly!!! Because many of these procedures are common, you will recognize them right away!

The Digestive System's major function is to digest and break down food that is taken into and out of the body. The long, hollow organs of the digestive tract have smooth muscle fibers that contract and enable food to move from one organ to the next. This action is called peristalsis.

Chapter 11 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 11 – Digestive System, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 11 Quiz.

3. Watch Chapter 11 Video Lectures.

4. Review the Chapter 11 Practical Application Helpful Guidelines.

5. Complete Chapter 11 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 11 Practical Application quiz.

7. Complete Chapter 11 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 11 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 11 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click **Menu** at the upper right and click **Off** to turn on.

Oral Cavity (Links to an external site.)Links to an external site.

Palate Repair (Links to an external site.)Links to an external site.

Tonsillectomy, Adenoidectomy, Adenotonsillectomy (Links to an external site.)Links to an external site.

Esophagus (Links to an external site.)Links to an external site.

Esophagoscopy and Esophagogastroduodenoscopy (Links to an external site.)Links to an external site.

Bariatric Surgery (Links to an external site.)Links to an external site.

Cholangiopancreatography (Links to an external site.)Links to an external site.

Intestines and Meckel's Diverticulum and the Mesentery (Links to an external site.)Links to an external site.

Enterostomy (Links to an external site.)Links to an external site.

Sigmoidectomies (Links to an external site.)Links to an external site.

Appendectomy (Links to an external site.)Links to an external site.

Colon and Rectum, Anus (Links to an external site.)Links to an external site.

Endoscopy (Links to an external site.)Links to an external site.

Ablation Liver Tumor (Links to an external site.)Links to an external site.

Cholecystectomy (Links to an external site.)Links to an external site.

Cholecystoenterostomy (Links to an external site.)Links to an external site.

Pancreatectomy (Links to an external site.)Links to an external site.

Abdomen, Peritoneum, and Omentum (Links to an external site.)Links to an external site.

Hernia Repair (Links to an external site.)Links to an external site.

Chapter 11 Practical Applications Helpful Guidelines

 Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.
2. Chapter 11 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

Chapter 11 Practical Application Part1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1.   Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2.   Log into Canvas
3.   Find the quiz you want.
4.   Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 11 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**
5. Read each question and choose the best answer(s).
6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 5: Chapter 11 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.

4.   Click **Take this Quiz**

5.   Read each question and choose the best answer(s).

6.   When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Urinary System and Male Genital System Introduction

The Urinary System covers the anatomy, function, and procedures of the kidneys, ureters, badder, and urethra. Many of us know someone who has had a kidney stone and this chapter gives many different methods for removing a stone. Kidney transplants are covered in this section as well along with urethropexy and cystopexy (suspension of the bladder and urethra). These last two procedures are needed because gravity works well . . . especially on women's bodies!

Chapter 12 also includes the Male Genital system. Because urine must pass through the prostate when leaving the male body, there are significant diseases affecting the male reproductive system.

Chapter 12 Instructions

Complete the following assignments for this chapter:

1.   Read: Chapter 12 – Urinary System and Male Genital System, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2.   Complete Chapter 12 Quiz.

3.   Watch Chapter 12 Video Lectures.

4.   Review the Chapter 12 Practical Application Helpful Guidelines.

5.   Complete Chapter 12 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6.   Complete Chapter 12 Practical Application quiz.

7.   Complete Chapter 12 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 12 Quiz

Instructions

To take a quiz:

1.   Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2.   Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 12 Videos Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click M**enu** at the upper right and click **Off** to turn on.

Urinary System - Kidney (Links to an external site.)Links to an external site.

Urinary System - Kidney Laparoscopy (Links to an external site.)Links to an external site.

Urinary System - Ureter (Links to an external site.)Links to an external site.

Urinary System - Bladder (Links to an external site.)Links to an external site.

Urinary System - Transurethral Surgery (Links to an external site.)Links to an external site.

Urinary System - Urethra (Links to an external site.)Links to an external site.

Male Genital System - Penis (Links to an external site.)Links to an external site.

Male Genital System - Circumcision (Links to an external site.)Links to an external site.

Male Genital System - Testis (Links to an external site.)Links to an external site.

Male Genital System - Epididymis (Links to an external site.)Links to an external site.

Male Genital System - Tunica Vaginalis (Links to an external site.)Links to an external site.

Male Genital System - Scrotum (Links to an external site.)Links to an external site.

Male Genital System - Vas Deferens (Links to an external site.)Links to an external site.

Male Genital System - Spermatic Cord (Links to an external site.)Links to an external site.

Male Genital System - Seminal Vesicle (Links to an external site.)Links to an external site.

Male Genital System - Prostate (Links to an external site.)Links to an external site.

Chapter 12 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.

2. Chapter 12 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

Chapter 12 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.
There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.
Phones must be put away.

Chapter 12 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 5: Chapter 12 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Reproductive Systems, Female Genital System, and Maternity Introduction

Chapter 13 discusses the Female Reproductive System, Female Genital System, and Maternity. You will learn CPT, ICD-10-CM, and HCPCS Level II coding for these systems. The proper use of ICD-10-CM Z codes will be reviewed as they relate to the female reproductive system. Common procedures such as hysterectomies, removal of tubes and ovaries, and in vitro fertilization are covered. Did you know there are more than **forty** different codes for hysterectomies? These are dependent on whether the hysterectomy was performed via abdominal incision, laparoscopically, or vaginally, how big the uterus was, or whether the tubes and/or ovaries were removed.

The Maternity Care and Delivery subsection is especially interesting as coders learn how to code for fetal services, repairs, deliveries (including vaginal and Cesarean), infertility, and abortions. You will learn the codes for amniocentesis, fetal monitoring during labor, and how to code the delivery of multiple births among other procedures.

Chapter 13 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 13 – Reproductive Systems, Female Genital System, and Maternity, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 13 Quiz.

3. Watch Chapter 13 Video Lectures.

4. Review the Chapter 13 Practical Application Helpful Guidelines.

5. Complete Chapter 13 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 13 Practical Application quiz.

7. Complete Chapter 13 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 13 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**
5. Read each question and choose the best answer(s).
6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 13 Video Lecture

Click the links below to view the interactive lectures. To view the closed-captioning, click **Menu** at the upper right and click **Off** to turn on.

Vulva, Perineum, Introitus (Links to an external site.)Links to an external site.

Vagina (Links to an external site.)Links to an external site.

Sling Operation (Links to an external site.)Links to an external site.

Colposcopy (Links to an external site.)Links to an external site.

Corpus Uteri (Links to an external site.)Links to an external site.

Oviduct/Ovary (Links to an external site.)Links to an external site.

Hysterectomies (Links to an external site.)Links to an external site.

Maternity Care and Delivery (Links to an external site.)Links to an external site.

Abortion (Links to an external site.)Links to an external site.

Chapter 13 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.
2. Chapter 13 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

Chapter 13 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 13 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 5: Chapter 13 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Endocrine System and Nervous System Introduction

Chapter 14 discusses the Endocrine and Nervous Systems. The Endocrine System is only four columns long in your CPT book, but contains codes for the thyroid, parathyroid, thymus, and adrenal glands. Of interest is a heading that includes the "pancreas," but codes for the pancreas are found in the Digestive System subsection.

The Nervous System comprises the majority of this section. Procedures can vary from major (brain surgery) or minor surgery, to diagnostic and therapeutic injections, and electro-diagnostic testing (such as electromyography or nerve conduction studies). This area can be more more complex when it comes to coding, and knowledge of the anatomy of the nervous system is crucial! Codes will be found in both the 60000-64999 range and the 90000 range.

Chapter 14 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 14 – Endocrine System and Nervous System, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 14 Quiz.

3. Watch Chapter 14 Video Lectures.

4. Review the Chapter 14 Practical Application Helpful Guidelines.

5. Complete Chapter 14 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 14 Practical Application quiz.

7. Complete Chapter 14 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 14 Quiz

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Chapter 14 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click M**enu** at the upper right and click **Off** to turn on.

Endocrine System - Thyroid Gland (Links to an external site.)Links to an external site.

Endocrine System - Parathyroid, Thymus, Adrenal Glands, Pancreas, and Carotid Body (Links to an external site.)Links to an external site.

Nervous System - Twist Drill, Burr Hole(s), or Trephine (Links to an external site.)Links to an external site.

Nervous System - Craniectomy or Craniotomy (Links to an external site.)Links to an external site.

Nervous System - Surgery of Skull Base (Links to an external site.)Links to an external site.

Nervous System - Surgery for Aneurysm, Arteriovenous Malformation, or Vascular Disease (Links to an external site.)Links to an external site.

Nervous System - Stereotaxis, Steriotactic Radiosurgery (Links to an external site.)Links to an external site.

Nervous System - Neurostimulators (Links to an external site.)Links to an external site.

Nervous System - Skull Repair (Links to an external site.)Links to an external site.

Nervous System - Neuroendoscopy (Links to an external site.)Links to an external site.

Nervous System - Cerebrospinal Fluid Shunt (Links to an external site.)Links to an external site.

Nervous System - Spinal Injection, Drainage, or Aspiration (Links to an external site.)Links to an external site.

Nervous System - Catheter Implantation, Reservoir/Pump Implantation (Links to an external site.)Links to an external site.

Nervous System - Laminotomy, Laminectomy, Exploration/Decompression (Links to an external site.)Links to an external site.

Nervous System - Spinal Cord Surgery (Links to an external site.)Links to an external site.

Nervous System - Spinal Repair (Links to an external site.)Links to an external site.

Nervous System - Nerve blocks (Links to an external site.)Links to an external site.

Nervous System - Neuroplasty (Links to an external site.)Links to an external site.

Nervous System - Nerve Excision (Links to an external site.)Links to an external site.

Chapter 14 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.
2. Chapter 14 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

Chapter 14 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**
5. Read each question and choose the best answer(s).
6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 14 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 5: Chapter 14 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Eye and Ocular Adnexa, Auditory Systems Introduction

Our eyes and ears are both part of the nervous system, but both CPT and ICD-10-CM treat them separately from the rest of the nervous system codes. That is because the eye and the auditory systems are very specialized anatomically, and as sense organs vital to our overall well-being, warrant separate consideration. To understand the coding of disorders or procedures for the eye and ear, it helps to have an understanding of the interdependence of the components of sight and sound.

You will learn to code the removal of the eye and ocular implants. Did you know that artists are hired to paint an artificial eye to match the other one? Because objects can become imbedded in the eye or ear (think pieces of glass in an accident or a small child putting beans in his ears), you will learn codes for removal of a foreign body from the eye or ear. Other procedures you may have heard of are blepharoplasty to remove excess skin from the eyelid or tubes in the ears. This chapter is interesting because many of the procedures are common.

Chapter 15 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 15 – Eye and Ocular Adnexa, Auditory Systems, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 15 Quiz.

3. Watch Chapter 15 Video Lectures.

4. Review the Chapter 15 Practical Application Helpful Guidelines.

5. Complete Chapter 15 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 15 Practical Application quiz.

7. Complete Chapter 15 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 15 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

**SCHOOL OF APPLIED TECHNOLOGY &
TECHNICAL SPECIALTIES
OUTPATIENT MEDICAL CODING (KMCB)**

Salt Lake
Community
College

Chapter 15 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click **Menu** at the upper right and click **Off** to turn on.

Eye and Ocular Adnexa - Strabismus Surgery (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Lens Procedures (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Trabeculectomy (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Removal of Foreign Body, Eye (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Repair of Laceration (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Keratoplasty (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Aqueous Shunt (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Iridotomy, Iridectomy (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Repair of Retinal Detachment (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Destruction (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Orbitotomy (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Eyelid Excision & Destruction Procedures (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Repair (Links to an external site.)Links to an external site. (Brow Ptosis, Blepharoptosis, Lid Retraction, Extropion, Entropion)

Eye and Ocular Adnexa - Conjunctivoplasty (Links to an external site.)Links to an external site.

Eye and Ocular Adnexa - Lacrimal System (Links to an external site.)Links to an external site.

Auditory System - Mastoidectomy (Links to an external site.)Links to an external site.

Auditory System - Foreign Body Removal, Ear (Links to an external site.)Links to an external site.

Chapter 15 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.
2. Chapter 15 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

Chapter 15 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.
There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.
Phones must be put away.

Chapter 15 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 5: Chapter 15 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

How to Schedule Your CPC Exam

If you have already paid for your CPC certification exam, you may access your prepaid exam voucher on the AAPC website at http://www.aapc.com (Links to an external site.)Links to an external site.**.** Login to your AAPC account (use your AAPC account username and password, which is different from your Blackboard course login information). Once logged in, hover over My AAPC, and click on Purchases/Items. Under the Open Exam Vouchers tab, click the Schedule Exam link. Search by state/country for an exam, and when you see a location & date you'd like, click on the Details link and follow the prompts to complete your registration. Remember that a prepaid exam is only valid for one year from the purchase date.

If you have not yet paid for your exam, as an AAPC student you are eligible for a discount on your first CPC certification exam. To schedule your exam, go to http://www.aapc.com/certification/locate-examination.aspx (Links to an external site.)Links to an external site. and search by the state where you'd like to test. When you see a location & date you'd like, click on the Details link, and follow the prompts to register for the exam. To obtain the student discount, enter **studis07** in the AAPC Course Code field and click the Apply button.

Remember you must register at least 3 weeks in advance of the exam date you want. Deadlines are listed next to the exam date online. You may schedule an exam before you finish the course, so register for your exam today!

All AAPC exams are updated each calendar year as each code set is updated annually. It is essential that examinees use the current calendar year code books when taking the certification exam so you will not be at a disadvantage on the exam. This may require you to purchase additional current calendar year code books if you are testing in a different calendar year than your course year. For a list of approved manuals and other test tips, see the AAPC website: https://www.aapc.com/certification/cpc/ (Links to an external site.)Links to an external site..

Additional Exam Preparation

If you are looking for more CPC exam preparation, AAPC offers a study guide and 3 separate 50-question online CPC practice exams. These are available for purchase on our website: https://www.aapc.com/training/cpc-exam-preparation.aspx (Links to an external site.)Links to an external site..

When you complete this course, AAPC will offer you one free CPC online 50-question practice exam. As is with the online practice exams available for purchase, this practice exam has questions that are similar in format and difficulty to questions on the CPC certification exam. To access your free practice exam after course completion, log in to the AAPC website (use your AAPC account username and password, which is different from your Blackboard

course username and password). Once logged in, click on My AAPC, Student Overview. You will see the CPC Student Practice Exam link listed below your course listings. You have access to this free practice exam for one year.

Note: This free practice exam is only available upon completion of the course and will not be issued prior to course completion. This free practice exam is a separate product from the online practice exams available for purchase.

Education Credit & Apprentice Designation

Completion of this course waives 80 hours of coding education, which counts for 1 year of work experience towards the Apprentice designation removal. You do not need to send proof of this course completion to AAPC, education credit will be given to you upon course completion and noted in your records. For more information on the Apprentice designation, see the Apprentice Status tab on the AAPC website: http://www.aapc.com/certification/cpc.aspx (Links to an external site.)Links to an external site.

Anesthesia Introduction

The Anesthesia Subsection of the CPT coding manual covers codes for the administration of general anesthesia while a patient is undergoing a major surgical procedure. It also includes anesthesia for radiological procedures, burns, and obstetrics. The Anesthesia Subsection of CPT only takes up a few pages, but the coding guidelines are unique for anesthesia. A physical status modifier must always be used with anesthesia codes. There are also unique "qualifying circumstances" add-on codes for occasions when anesthesia services are provided under particularly difficult circumstances.

This module covers Competency 6, Anesthesia Services Coding. You will learn about Anesthesia Services Coding in Chapter 16.

When you have completed this competency, you will be able to:

- Describe how anatomy applies to anesthesia coding.

- Distinguish between moderate sedation and anesthesia services.

- Identify the surgical or diagnostic procedure performed based on surgical chart notes.

- Locate the anesthesia code based on the surgical procedure or the anatomical area where the surgery or diagnostic procedure was performed.

- Choose the code that best fits the diagnostic or surgical procedure from the surgical notes.

- Identify the CPT and HCPCS modifiers specific to anesthesia.

- Identify qualifying circumstances that may apply and choose appropriate add-on code.

- Identify when other services may be billed in conjunction with anesthesia services.

- Sequence codes using CPT protocols in the anesthesia guidelines.

Chapter 16 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 16 – Anesthesia, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 16 Quiz.

3. Watch Chapter 16 Video Lectures.

4. Review the Chapter 16 Practical Application Helpful Guidelines.

5. Complete Chapter 16 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 16 Practical Application quiz.

7. Complete Chapter 16 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 16 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 16 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click **Menu** at the upper right and click **Off** to turn on.

Anesthesia (Links to an external site.)Links to an external site.

Looking up an Anesthesia Code (Links to an external site.)Links to an external site.

Additional Codes Reported by Anesthesiologists (Links to an external site.)Links to an external site.

Medicare Medical Direction (Links to an external site.)Links to an external site.

Chapter 16 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.

2. Chapter 16 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

Chapter 16 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 16 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 6: Chapter 16 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Radiology Introduction

Radiology is a branch of medicine using radiation--including ionizing radiation, radionuclides, nuclear magnetic resonance, and ultrasound--to diagnose and treat disease. Healthcare providers may use radiography (X-rays), computerized tomography (CT scans), or a magnetic resonance imaging (MRI) to visualize and identify internal structures. Ultrasound technology, nuclear medicine, radiation oncology (for treatment of cancer), and positron emission tomography (PET scans) are also covered in this chapter. You will learn what these imaging procedures are, why they are used, and how to code them.

This module covers Competency 7, Radiology Coding. You will learn about Radiology Coding in Chapter 17.

When you have completed this competency, you will be able to:

* Identify the radiology procedure based on surgical and patient chart notes.

* Locate radiology service or procedure in CPT index and interpret guidelines and parenthetical notes.

* Choose code based on CPT guidelines and parenthetical notes located in a specific radiology sub-section of the CTP coding manual.

* Sequence codes using CPT protocols for each radiology service or procedure.

* Select the correct coding sequence for billing procedures related to radiology.

Chapter 17 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 17 – Radiology, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 17 Quiz.

3. Watch Chapter 17 Video Lectures.

4. Review the Chapter 17 Practical Application Helpful Guidelines.

5. Complete Chapter 17 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 17 Practical Application quiz.

7. Complete Chapter 17 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 17 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 17 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click M**enu** at the upper right and click **Off** to turn on.

Plain X-Ray (Links to an external site.)Links to an external site.

CT Scan (Links to an external site.)Links to an external site.

MRI (Links to an external site.)Links to an external site.

Diagnostic Ultrasound (Links to an external site.)Links to an external site.

Radiologic Guidance (Links to an external site.)Links to an external site.

Mammography (Links to an external site.)Links to an external site.

Bone/Joint Studies (Links to an external site.)Links to an external site.

Radiation Oncology (Links to an external site.)Links to an external site.

Nuclear Medicine (Links to an external site.)Links to an external site.

Chapter 17 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.
2. Chapter 17 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

Chapter 17 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**
5. Read each question and choose the best answer(s).
6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 17 Practical Application Part 2 (Cases 6-10) of 2- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 7: Chapter 17 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Pathology/Laboratory Introduction

Whenever a patient has urine or blood tested for disease, or a person is tested for subtance abuse, or when a patient has tissue removed in a surgical procedure, the medical codes for insurance billing come from the Pathology and Laboratory subsection. The Path and Lab subsection of the CPT book includes codes for organ or disease-oriented panels, drug tests, molecular pathology, chemistry, hematology and coagulation tests, immunology, microbiology, and surgical pathology. Testing blood, urine, and tissue is important for finding the cause and treatment of disease.

This module covers Competency 8, Pathology and Laboratory Services Coding. You will learn about Pathology and Laboratory Services Coding in Chapter 18.

When you have completed this competency, you will be able to:

- Identify the pathology or laboratory procedure based on surgical and patient chart notes.

- Locate the pathology or laboratory procedure in CPT index and interpret guidelines and parenthetical notes.

- Choose the correct code based on CPT guidelines and parenthetical notes located in the pathology and sub-section of the CTP coding manual.

- Sequence codes using CPT protocols for each pathology or laboratory procedure.

- Select the correct coding sequence for billing procedures related to pathology or laboratory.

Chapter 18 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 18 – Pathology/Laboratory, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 18 Quiz.

3. Watch Chapter 18 Video Lectures.

4. Review the Chapter 18 Practical Application Helpful Guidelines.

5. Complete Chapter 18 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 18 Practical Application quiz.

7. Complete Chapter 18 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 18 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 18 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click **Menu** at the upper right and click **Off** to turn on.

Plain X-Ray (Links to an external site.)Links to an external site.

CT Scan (Links to an external site.)Links to an external site.

MRI (Links to an external site.)Links to an external site.

Diagnostic Ultrasound (Links to an external site.)Links to an external site.

Radiologic Guidance (Links to an external site.)Links to an external site.

Mammography (Links to an external site.)Links to an external site.

Bone/Joint Studies (Links to an external site.)Links to an external site.

Radiation Oncology (Links to an external site.)Links to an external site.

Nuclear Medicine (Links to an external site.)Links to an external site.

Chapter 18 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.

2. Chapter 18 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

Chapter 18 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 18 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 8: Chapter 18 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Evaluation and Management Introduction

Evaluation and Management Codes are placed in the front of the CPT book to signal the importance of these codes. E/M codes represent the bulk of codes reported for many healthcare providers. These codes are based on where the patient encounter took place, the physician work involved, and the extent of medical decision making. For example,

a patient who sees a physician for a sore throat and earache will have a lower amount of physician work and decision making than a patient who presents with symptoms of a myocardial infarction. This chapter was left towards the end of your training because of the complexity and importance in choosing the correct code. Detailed instructions are given for the components involved.

This module covers Competency 9, Evaluation and Management Coding. You will learn about Evaluation and Management Coding in Chapter 19.

When you have completed this competency, you will be able to:

- Determine where medical encounters occur.

- Identify if the patient is new or established.

- Extract the patient's medical history level, including the history of present illness, a review of body systems, and the patient's past, family, and social history.

- Identify the examination level, based upon the extent of the examination.

- Determine the level of medical decision-making by reviewing the number of diagnoses, tests reviewed or ordered, and risks to the patient.

- Identify contributing factors to determine the code level (e.g. coordination of care, counseling and nature of presenting problem, and time).

- Select the correct coding sequence for billing purposes.

Chapter 19 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 19 – Evaluation and Management, complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 19 Quiz.

3. Watch Chapter 19 Video Lectures.

4. Review the Chapter 19 Practical Application Helpful Guidelines.

5. Complete Chapter 19 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 19 Practical Application quiz.

7. Complete Chapter 19 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 19 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

E/M Basics Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click M**enu** at the upper right and click **Off** to turn on.

E/M Basics: Overview (Links to an external site.)Links to an external site.

E/M Basics: History (Links to an external site.)Links to an external site.

E/M Basics: Exam (Links to an external site.)Links to an external site.

E/M Basics: Medical Decision Making (Links to an external site.)Links to an external site.

E/M Basics: Putting it all together (Links to an external site.)Links to an external site.

Chapter 19 Video Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click M**enu** at the upper right and click **Off** to turn on.

Office or Other Outpatient (Links to an external site.)Links to an external site.

Hospital Observation Services (Links to an external site.)Links to an external site.

Hospital Inpatient Services (Links to an external site.)Links to an external site.

Emergency Department Services (Links to an external site.)Links to an external site.

Critical Care (Links to an external site.)Links to an external site.

Nursing Facility Services (Links to an external site.)Links to an external site.

Domiciliary, Rest Home, Home Care (Links to an external site.)Links to an external site.

Preventive Medicine (Links to an external site.)Links to an external site.

Non Face-to-Face services (Links to an external site.)Links to an external site.

Newborn Care/Delivery/Neonatal ICU (Links to an external site.)Links to an external site.

Case Management Services (Links to an external site.)Links to an external site.

Chapter 19 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.

2. Chapter 19 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

3. Lecture: Chapter 19 Practical Application - Case 1 (Links to an external site.)Links to an external site.

Chapter 19 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 19 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 9: Chapter 19 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter Review Exams determine whether a student will achieve a Mastered Competency (MC) score for that competency. A score of 70% is required to achieve competency. If you do not pass the Chapter Review Exam the first time, you will be allowed to take an additional exam. The questions will not be the same as the first exam. There is a two hours time limit on the test.

Phones must be put away.

Medicine Introduction

You have finally reached the last chapter of your Outpatient Medical Coding course! Congratulations! The Medicine subsection of your CPT book contains a wide variety of noninvasive or minimally invasive services. It also includes groups of codes that don't easily fit into other areas and multiple specialty areas. For example, you will see codes for psychiatry, immunizations, dialysis, acupuncture, allergy testing, physical therapy, on-line medical evaluation, nutritional therapy, moderate (conscious) sedation, therapeutic injections, and chemotherapy! Each of these areas (and others) will have its own guidelines with steps to correct coding concepts, proper application of modifiers, and diagnosis coding tips. Many of the non-invasive procedures you will have already covered in the specific body system chapters.

This module covers Competency 10, Medical Coding for Medicine Section. You will learn about Medical Coding for Medicine Section in Chapter 20.

When you have completed this competency, you will be able to:

- Identify the services or procedures based on surgical and patient chart notes.

- Locate services or procedures in the CPT index. Interpret CPT guidelines to correctly code patient chart and surgical procedural notes.

- Interpret subsection guidelines and parenthetical notes.

- Choose code(s) based on CPT guidelines, subsection guidelines, and parenthetical notes.

- Identify, interpret, and apply CPT and HCPCS modifiers when appropriate to code for procedures.

- Select the correct coding sequence for billing purposes.

Chapter 20 Instructions

Complete the following assignments for this chapter:

1. Read: Chapter 20 – Medicine , complete the Section Reviews and correct your answers. Please see the instructor to check out an Answer Key.

2. Complete Chapter 20 Quiz.

3. Watch Chapter 20 Video Lectures.

4. Review the Chapter 20 Practical Application Helpful Guidelines.

5. Complete Chapter 20 Practical Application in your CPC Practical Application Workbook and make corrections. Please see your instructor for the Answer Key.

6. Complete Chapter 20 Practical Application quiz.

7. Complete Chapter 20 Review.

After reading the chapter, you will find the rest of the assignments on Canvas. The assignments should be completed sequentially by clicking the **Next** button at the bottom of the page.

Chapter 20 Quiz

Instructions

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

Chapter 20 Interactive Lectures

Click the links below to view the interactive lectures. To view the closed-captioning, click M**enu** at the upper right and click **Off** to turn on.

Vaccines & Immunizations (Links to an external site.)Links to an external site.

Biofeedback (Links to an external site.)Links to an external site.

Hemodialysis (Links to an external site.)Links to an external site.

Gastroenterology (Links to an external site.)Links to an external site.

Ophthalmology (Links to an external site.)Links to an external site.

Special Otorhinolaryngological Services (Links to an external site.)Links to an external site.

Cardiovascular (Links to an external site.)Links to an external site.

Noninvasive Vascular Diagnostic Studies (Links to an external site.)Links to an external site.

Pulmonary (Links to an external site.)Links to an external site.

Allergy and Clinical Immunology (Links to an external site.)Links to an external site.

Neurology and Neuromuscular Procedures (Links to an external site.)Links to an external site.

CNS Testing (Links to an external site.)Links to an external site.

Health Behavior (Links to an external site.)Links to an external site.

Hydration and Chemotherapy (Links to an external site.)Links to an external site.

Photodynamic Therapy (Links to an external site.)Links to an external site.

Physical Therapy (Links to an external site.)Links to an external site.

Medical Nutrition Therapy (Links to an external site.)Links to an external site.

Acupuncture (Links to an external site.)Links to an external site.

Osteopathic Manipulative Treatment (Links to an external site.)Links to an external site.

Patient Self-Management (Links to an external site.)Links to an external site.

Non Face-to-Face Services (Links to an external site.)Links to an external site.

Moderate Sedation (Links to an external site.)Links to an external site.

Medication Therapy (Links to an external site.)Links to an external site.

Chapter 20 Practical Applications Helpful Guidelines

Review these important documents before proceeding to the practical application chapter assignment:

1. Diagnosis Coding Tips for Operative Reports - Tips to help extract the correct diagnosis codes from an operative report.
2. Chapter 20 – Practical Application Tips & FAQs - Tips by case to assist in accurate code selection followed by FAQs.

Chapter 20 Practical Application Part 1 (Cases 1-5) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.
2. Log into Canvas
3. Find the quiz you want.
4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Chapter 20 Practical Application Part 2 (Cases 6-10) of 2 - Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

The Practical Application Workbook **can NOT be used** during the exam.

There is no time limit on each of these Practical Application Exams and they may be taken twice for additional practice.

Phones must be put away.

Competency 10: Chapter 20 Review Exam- Requires Respondus LockDown Browser

Instructions

You will need to go to class to take this quiz. Ask your instructor on how to schedule and take the exam.

To take a quiz:

1. Access Lockdown Browser - Double click on the Lockdown Browser Icon on your computers desktop.

2. Log into Canvas

3. Find the quiz you want.

4. Click **Take this Quiz**

5. Read each question and choose the best answer(s).

6. When you have answered all the questions, click the **Submit** You will be shown your score. You will need to pass with a score of **70%** or better to continue.

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Phones must be put away.