

2012 PROFESSIONAL MEDICAL CODING CURRICULUM

TAKING YOUR CODING CAREER TO THE NEXT LEVEL

The Professional Medical Coding Curriculum (PMCC) is a comprehensive course that focuses on providing the proficiency required to correctly navigate the constantly growing and changing environment of medical and diagnostic coding. Achieving the credential of Certified Professional Coder (CPC) signifies your professional commitment to providing only the highest standards of knowledge, skill and experience that one can only obtain from the AAPC.

CLASS SCHEDULE

Class will be held at the OSMA office from 4:00 – 8:00 p.m. beginning March 1 and ending May 24 (class dates are March 1, 8, 15, 22, 29; April 5, 12, 19, 25; May 3, 10, 17, 24). Dates are subject to change due to weather or other conflict. Any alternate dates will be reflected in an agenda that will be mailed to you prior to the first class. Dates and details for the all-day review class with a practice exam, the actual certification exam, along with a detailed class curriculum will also be mailed in advance and discussed at the first class.

PREREQUISITES/REQUIREMENTS

Participants taking this course should be actively employed (preferably by a physician or in a similar field), and/ or have experience in the medical industry. Because the focus of this course is physician-based services, two years experience working in a physician practice is strongly recommended. A working knowledge of medical terminology and anatomy are necessary prior to taking this course, as they are integral in successful completion. If you need an anatomy refresher, we recommend reviewing anatomy books from the library or viewing a free online anatomy tutorial. Be prepared to spend at least three to five hours of home study each week depending on your skill level.

The AAPC requires the following from the examinee in order to acquire full CPC certification:

- Membership with the AAPC
- Minimum of two years of coding work experience, which is defined as on-the-job experience that includes working with CPT, ICD-9 or HCPCS code sets
- Two letters of recommendation that verify coding work experience from a supervisor, physician or co-worker
- A passing score in each section of the examination.

Students lacking two years of coding work experience may sit for the CPC Apprentice (CPC-A) examination.

ABOUT THE EXAM AND COURSE MATERIALS

The CPC certification exam will be held at the OSMA on May 31, 2012. It is a five and one half hour, open book, proctored exam. There are specific books you will need to complete this course and sit for the exam. You are responsible for purchasing these books and bringing them to every class. You can order these books through the OSMA at a significant discount, but you are also welcome to purchase them elsewhere. *Please note that this course covers current ICD-9 training. Visit www.osma.org/icd10 for information on ICD-10-CM training.*

For more information about the certification and examination process, please visit www.aapc.com.

BENEFITS OF CERTIFICATION

- Certified/professional coders improve your coding upfront BEFORE the claim goes out the door and prevent wasted hours in claim follow up and adjudication. Cleaner claims are reimbursed more quickly.
- Under the Medicare Modernization Act, CMS recommends that physicians employ certified coders.

PROGRAM LOCATION

OSMA
3401 Mill Run Drive
Hilliard, Ohio 43026

OSMA headquarters located in Hilliard, Ohio. There is free parking. For driving directions, visit our website at www.osma.org. The OSMA is a nonsmoking facility.

CONTINUING PROFESSIONAL DEVELOPMENT

Approved for AAPC CEU credits

REGISTRATION INFORMATION

For speedy registration, please register by phone or fax with a credit card. If paying by check, please mail your registration and payment to:
Ohio State Medical Association
PO Box 71-4753
Columbus, OH 43271-4753
P (614) 527-6762 / (800) 766-6762 / F (614) 527-6763

CANCELLATION POLICY:

A full refund less a \$100 administrative fee will be refunded for cancellations made prior to the first class. No refunds thereafter or on any book purchase. In the event that the OSMA cancels the course for any reason, a full refund will be provided.

REQUIRED COURSE BOOKS

Participants must bring the following to each class. You may purchase these from the OSMA or on your own. *No other versions are allowed.*

- CPT 2012 Professional Addition
- Physician ICD-9-CM 2012 Volumes 1 & 2
- HCPCS 2012 Level II

Recommended (not required)

- Taber's Encyclopedic Medical Dictionary (*21st edition*)

INSTRUCTOR

Pamelyn Yard, LPN, CCS-P, CPC-I, serves as director of OSMA Consulting Services with more than 20 years of experience in both the clinical and administrative aspects of healthcare, specifically related to physician-based practices and services. She is an approved PMCC instructor through the AAPC, and is an AHIMA ICD-10 CM and PCS physician educator.



REGISTRATION

2012 PROFESSIONAL MEDICAL CODING CURRICULUM

March 1 - May 24, 2012

Registration deadline is Feb. 14, 2012

Participant Name _____

Physician Member Name *(must be included for member rate)* _____

Practice/Group Name or Affiliation _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ E-mail _____

Employed by an OSMA member physician \$1,800

Employed by a non-member physician/all others \$2,300

Special pricing on these books is only for class participants.

CPT 2012 Professional Addition \$84.77

ICD-9-CM 2012 Volumes 1&2 \$65.17

HCPCS 2012 Level II \$68.17

Taber's Encyclopedic Medical Dictionary – 21st edition \$41.95

Books purchased from the OSMA will be distributed at the first class.

Total Amount Enclosed \$ _____

Program fee includes all instructional materials. It does not include the exam fee and one-year AAPC student membership (combined cost of about \$350-\$400). Students will be given instructions at the first class on how to apply for the exam and membership.

METHOD OF PAYMENT

If registering after February 8, please phone/fax in your registration using a credit card.

Please check one:

Check enclosed (allow 10 days for delivery via lockbox) payable to: Ohio State Medical Association

Credit card charge: (please check one) VISA MasterCard American Express

Card Number _____ Expiration Date _____ Verification Code _____

Name on Card _____ Signature _____

If you haven't received a written confirmation within one week of the meeting, we may not have received your registration, so please call the OSMA to confirm your registration. We suggest that you bring your confirmation letter with you to verify payment/registration should there be any questions.