

Lake Superior College

Program Planner

Created on: 03/01/05

Updated: 02/10/11

Effective: *Fall 2011*

Qualified applicants should be aware that program class sizes are limited, which may delay acceptance into the program.

You may be required to complete additional (or less) coursework, dependent upon the results of your Computerized Placement Test (CPT) and/or previous coursework completed or certifications earned.

Program: Health Insurance and Billing

Degree Type: Certificate

Total Required Credits: 30

Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

English:

- A score of 86 or higher on the Sentence Skills portion of the CPT, OR
- Completion of ENGL0460 or its equivalent transfer course or higher.
- If required, ENGL0460 may be taken concurrently with Semester I coursework.

Reading:

- A score of 78 or higher on the Reading Comprehension portion of the CPT, OR
 - Completion of READ0465 or its equivalent transfer course or higher.
 - If required, READ0465 may be taken concurrently with Semester I coursework.
-

Required Pre-technical Course

(NOTE: If student types less than 20 wpm.)

Course ID# (concurrent)	Course Title (Pre-reqs)	Term	Credits	Grade/ Term
ADSC1710 (Yes)	Introduction to Keyboarding (None)	F/S	1	

Semester I

Course ID#	Course Title (Pre-reqs)	Term	Credits	Grade/ Term
ADSC1415	Keyboarding I (ADSC1710 or equivalent or instructor's consent)	F/S	4	
ADSC1425	Calculators/Ten-key (None)	F	1	
ADSC1610	Medical Office Terminology (College-level reading and writing)	F	3	
ADSC1611	Medical Office Procedures I (College-level reading and writing)	F	3	
ADSC1614	Health Insurance and Billing (ADSC1610 or concurrent enrollment)	F	3	
ADSC1621	Medical Office Anatomy and Physiology I (ADSC1610 or concurrent enrollment)	F	3	
Total Credits for Term			17	

Semester II

Course ID#	Course Title (Pre-reqs)	Term	Credits	Grade/ Term
ADSC1612	Medical Office Procedures II (ADSC1611)	S	3	
ADSC1618	CPT Coding (ADSC1621)	S	3	
ADSC1622	Medical Office Anatomy and Physiology II (Completion of or concurrent enrollment in ADSC1621)	S	3	
ADSC1635	Medical Office Diagnostic Coding (ADSC1621)	S	4	
Total Credits for Term			13	

- *All courses in diploma and/or certificate programs are acceptable for credit toward Lake Superior College degree programs as indicated on individual program planners.*
- *This is not a contract; Lake Superior College reserves the right to change the planner as necessary.*
- *This document can be made available in alternative formats, such as large print, Braille, or audio tape, by calling 733-7650 or MRS/TTY 800-627-3529.*