

# Free Training Class

**For A Limited Time Only!**

## **HOSPITAL BILLER & CODER**

### **Class Description**

This program is taught in 3 sessions that will focus on Medical Insurance Billing, Diagnostic & Procedural Coding and CPC-H Prep that includes:

- Overview of insurance
- Posting entries
- Building patient files
- Overview of coding
- Diagnostic processes
- Assigning accurate medical codes for diagnoses
- Procedures and services performed in outpatient settings

And More!

### **Class Schedule**

Short-Term - 25 weeks  
Total class hours - 300 hours (3 sessions of 100 hours each)  
Hours per week - 25  
Class size - 10  
Certification - Yes

### **Eligibility Requirements**

WorkKeys Scores of: AM-3, LI-4, RI-5  
Academic Level: Minimum 9<sup>th</sup> grade reading and math  
Employment Status: Lost job within 1 year & still unemployed  
Selective Service: Proof of registration (males only)  
Must be 18 years or older with a high school diploma or GED  
Proof of completion of English 101A/B and Math 101 or equivalent  
Proof of Right to Work in the USA

### **Pre-Training Requirements**

Background Check, Physical, Immunization & TB

**Class Started in December 2009**

Location: National University

For more information contact:  
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