



## HCC Basics Practicum Syllabus

**Prerequisites:** Must have one of the required Certifications: RHIA, RHIT, CCS, CDIP, CCS-P, CCA, CPC-A, COC-A, CPC, COC, CIC, CRC and/or completed the OS2U fundamental course Introduction to Risk Adjustment

**Clock Hours:** 60 (*Note: 60 clock hours accounts only for time spent in the online course, and does not include time spent outside the course or study time. Study time will vary widely per individual.*)

**Course Length:** Instructor led course for 10-weeks. Enrollment begins each year in January.

**Class Hours: Days/Times Per Week:** The instructor led course, is an online course, held on Tuesdays and Thursdays from 5:30pm to 8:30pm CST. Student must login during training and may login to the course at their own time schedule.

**Certificate of Completion Issued:** Yes

**CEUs:** 40 CEUs upon completion

**Course Description:** A 10-week online risk adjustment qualitative practicum for beginner coders to apply HCC coding fundamentals using redacted charts. Under the guidance of the instructor coders will apply practical knowledge learned from the Intro to Risk Adjustment course to redacted charts while learning essential coding skills, such as how to utilize resources, encoder navigation, business rules variations and performance best practices.

### **Course Objectives:**

- Navigation practices on various electronic and hand written medical records
- Navigation practices on industry coding portals
- Navigation practices on industry standard encoders
- Learning the importance of business rules and performance best practices
- Apply basic knowledge of risk adjustment to redacted charts

### **Course Content:**

- OS2U Orientation
- Introduction to HCC Coding
- Project Guidelines
- Face-to-Face Encounters
- Substantiation & MEAT
- Credentials & Appropriate Place of Service
- Problem List vs Past Medical History
- Handwritten Woes
- Acute Conditions
- Common Coding Mistakes
- Efficiency in Coding

### **Methods of Evaluation:**

The instructional methods used include compliance training, project assignment, and interactive audio/video lectures. To receive a certificate of completion, students must successfully complete the course within the allotted time frame of 10-weeks.

Successful course completion includes:

- Must score at least 80% overall final course score to receive a certificate of completion

**Required Code Book (Not Included):**

1. Previous year ICD-10-CM code book, any publisher
2. Current year ICD-10-CM code book, any publisher

Required code book may be purchased through AAPC or any major bookseller.

**Computer Requirements:** Computer with dual monitor. High-speed Internet connection & Web browser; Adobe Acrobat Reader. For best experience, use of a mobile device is not recommended.

