

# MEDICAL CODING/TRANSCRIPTIONIST

HEGIS: 5005  
SUNY CODE: 0062



The Medical Coding/Transcriptionist program provides students with the opportunity to gain the entry-level skills necessary to acquire and maintain a position relating to Medical Coding and/or Medical Transcription. Graduates are prepared to:

- Identify and correctly apply ICD-9-CM codes based on the diagnoses presented
- Identify and correctly apply CPT codes based on the surgical procedures presented
- Recognize, understand and spell a variety of medical terms
- Demonstrate proficiency in keying dictated tapes based on medical cases
- Distinguish different medical forms and show familiarity with content
- Communicate effectively

### Career Opportunities/Transfer Information

This program affords students the ability to gain the competencies needed to successfully acquire and maintain employment in managed care systems, nursing homes, home care agencies, physicians' offices, hospitals and insurance agencies. Many of the positions in this field are home-based.

1st Semester		Credits	2nd Semester		Credits
EM 102	Report Writing for Healthcare Professionals	3	BU Elective *		3
FS 100	First Year Student Seminar	1	HM Elective		3
IS 113	Keyboarding with Document Processing	2	IS 115	Computer Applications I	3
MT 111	Medical Coding I	3	MT 112	Medical Coding II	3
MT 115	Medical Terminology	3	MT 116	Medical Transcription	3
SC 118	Fund. of Human Anatomy & Physiology	3			
	<b>Total</b>	<b>15</b>		<b>Total</b>	<b>15</b>

*30 Credits Required  
for the  
Certificate*

\*BU 111, BU 112, BU 121, BU 148, BU 221 and BU 225 recommended.

For more information, contact the Business, Health, Science and Technology Division at (315) 866-0300 or toll free 1-888-GO-4-HCCC, ext. 8230/8240.

**This program is Internet accessible and may be completed entirely online.  
For more information access HCCC Internet Academy website: [www.ia.herkimer.edu](http://www.ia.herkimer.edu)**