



## 2024 CIC<sup>®</sup> Preparation Course Syllabus

**Prerequisites:** Knowledge of medical terminology and anatomy (or AAPC courses) strongly recommended.

**Clock Hours:** 80 (*Note:* 80 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.)

**Certificate of Completion Issued:** Yes

**CEUs:** 40 CEUs upon completion (AAPC certified prior to enrollment; some certifications excluded – see AAPC website for more details.)

**Course Description:** The student will learn principles of medical coding related to ICD-10-CM and ICD-10-PCS. This course is recommended for anyone who is preparing for a career in medical coding for an inpatient facility and strongly recommended for anyone who is preparing for AAPC's CIC certification examination.

### **Course Objectives:**

- Understand the different types of hospital facilities and their departments including hospitals, teaching hospitals, critical access hospitals, ambulatory surgery centers (ASCs), and outpatient hospital departments
- Discuss documentation and coding standards for facilities
- Apply coding and conventions when assigning diagnoses and procedure codes
- Understand the official ICD-10-CM and ICD-10-PCS coding guidelines for diagnoses and procedures
- Understand the Uniform Hospital Discharge Data Set (UHDDS) coding guidelines
- Code a wide variety of patient services using ICD-10-CM and ICD-10-PCS coding guidelines
- Develop an understanding of how to code operative notes in the facility
- Navigate the business side of hospital inpatient services
- Differentiate between inpatient and outpatient services and payment methodologies (IPPS and OPSS)
- Understand the difference between MS-DRGs and APC assignments, and how those services are reported
- Review critical pieces in the billing and revenue cycle management process
- Develop an understanding of compliance in the hospital facility

### **Course Content:**

- Inpatient Facilities and Related Hospital Departments
- Anatomy and Medical Terminology
- Pharmacology
- Inpatient Documentation and Coding
- Inpatient Diagnosis Coding – General Guidelines
- Inpatient Diagnosis Coding – Chapter Specific Guidelines
- ICD-10-PCS Procedure Coding
- CMS and Inpatient Prospective Payment Systems
- Outpatient Prospective Payment Systems
- Regulatory and Payer Requirements

- Business in the Facility
- Compliance in the Facility
- Inpatient Coding Cases

**Methods of Evaluation:**

To receive the certificate of completion for this course you are required to, complete all of the required assignments and quizzes, *and* to obtain a minimum 70% passing score on each of the following:

- An attempt of all chapter quizzes
- A passing score of 70% or higher on all practical applications
- A passing score of 70% or higher on all chapter review exams
- A passing score of 70% or higher on the final exam
- An overall final course score of 70% or higher

You will be allowed unlimited attempts on the Chapter Quizzes. You will only be allowed 1 attempt on Practical Application cases. The Chapter Review Exams & the Final Exam will be accessible two times if a second attempt is needed to achieve a passing score. The higher score of the two will be listed as your final score. If you need more than 2 attempts at an exam, please contact the coaching staff.

**Included Textbooks:**

Medical Coding Training: CIC™ 2024 - eBook; AAPC; AAPC publisher

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

1. ICD-10-CM code book (course year), any publisher
2. ICD-10-PCS code book (course year), any publisher

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

**Recommended Textbooks/Supplies (Not Included):**

1. Medical dictionary, any publisher

**Computer Requirements:** High-speed Internet connection with Blackboard supported Operating System & Web browser (see the "Course Requirements" tab: <https://www.aapc.com/training/cpc-online-medical-coding-training-course.aspx>); Adobe Acrobat Reader. For best experience, use of a mobile device is not recommended.

**Course Enrollment Fee:** Payment is due in full at time of enrollment. Fees listed do not include any required or recommended textbooks/supplies or computer requirements, which are to be purchased separately by the student. Prices are variable and subject to change, see AAPC website for most current enrollment fees: <https://www.aapc.com/training/cic-complete-training-package.aspx>