



Program Learning Outcomes

Medical Billing Specialist

1. Communication. Utilize oral and written skills to effectively communicate and interact with healthcare professionals, colleagues, administration and customers to enhance satisfaction.
2. Interpersonal. Develop effective interpersonal skills to conduct yourself professionally among clients, colleagues, and other healthcare professionals.
3. Professionalism. Conduct yourself ethically and professionally according to the AHIMA code of ethics and standards of practice.
4. Problem Solving. Use varieties of techniques to problem solve and arrive at best outcome.
5. Regulations. Apply regulatory and accreditation standards, to identify and support documentation compliance.
6. Legal. Apply hospital policies, federal regulations and/ or state statutes in the release and management of protected health information (PHI).
7. Compliance. Ensure document compliance for services being billed.
8. Data. Apply skills to find, build, research, manage and report both electronic and paper data.
9. Super Bill Review. Employ auditing skills and methodologies to insure compliance, accuracy, completeness, regulations, policies and procedures, and protocols in the healthcare delivery system.
10. Billing. Utilize knowledge and skills of medical terminology, codesets, reimbursement methodologies and regulations to accurately and thoroughly assign respective code sets.