

# Medical Coding & Billing for Outpatient Services

## INDUSTRY FACTS



### What do medical coding and billing professionals do?

Medical coding and billing professionals translate medical records into standardized codes used to bill patients and third-party payers such as insurance companies and Medicare. The comprehensive Medical Coding and Billing for Outpatient Services program will teach you to use all of these codes—CPT, HCPCS, and ICD-10.

### Where do they work?

Medical coding and billing professionals usually work on-site at a healthcare facility. Positions can be found in physicians' offices, clinics, hospitals, insurance companies, large coding outsourcing companies, and other healthcare facilities.

### How much do they earn?

This career offers an established career path for advancement, especially in large



hospital networks, and leading industry organizations report that, on average, medical coding and billing professionals with one credential earn over \$52,000 a year. Medical coding and billing professionals can also increase their earning potential by earning additional industry certifications.

### How's the job outlook?

The U.S. Department of Labor estimates job growth to increase by 9% by 2030\*. That's a significant number of professionals needed in the field to code patients' records; act as liaisons between healthcare facilities, insurance companies, and other establishments; and manage the responsibilities associated with electronic health records.

\*U.S. Department of Labor, Bureau of Labor Statistics

Can't say enough positive things about Career Step and their Medical Billing and Coding program. From the first email inquiry to my most recent phone call with an instructor, the experience has been professional, academically challenging, and rewarding. One of the most appealing aspects to me personally was the flexibility for studying, which I can schedule around my family's needs. I did a lot of research before I chose Career Step for this program, and I have no regrets!

**SUZANNE F, CAREERSTEP LEARNER**  
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## PROGRAM DETAILS

### Improve Your Life

When it comes to career training, you'll find a lot of fakers out there. Con artists that'll try to impress you with fancy hyperbole. But through all the noise, the distinct sound of success can be heard. Your success. All it takes is a little push in the right direction—and your whole life could change. New doors opened. New worlds discovered. And new opportunities explored. With CareerStep, anything is possible.

### Prepare for a Better Job

Train affordably without sacrificing quality. This program's comprehensive training was developed by industry professionals with years of experience – specifically designed to help you prepare for relevant industry certification.

### Learn Your Way

Online training minimizes the challenges of taking time out to return to school. The online training format offers distinct advantages:

- Study on a schedule that fits your life
- Progress at a pace that matches your learning style
- Adjust the time and effort you devote to your coursework each day

### Receive Coaching and Guidance

When you train with CareerStep, we back you every step of the way—from sign-up through course completion.

- Learner support
- Technical support

### Get Certified

We'll prepare you to take nationally recognized exams so you can explore greater opportunities in your area.

- **Certified Professional Coder (CPC®)**
- **Certified Outpatient Coder (COC™)**
- **Certified Billing and Coding Specialist (CBCS)**
- **Certified Electronic Health Records Specialist (CEHRS)**

### Program Outline

#### Course

Program Orientation

Digital Technology

Comprehensive Medical Terminology

Medical Billing

Law, Liability and Ethics for Healthcare

Introduction to Healthcare

Comprehensive Electronic Health Records

Anatomy and Physiology

Comprehensive Pharmacology

Outpatient Coding

Health Information Management

Federal Qualified Health Centers (FQHC)

Telehealth for Coding Professionals

Career Success in Healthcare

**TOTAL HOURS: 618**

**Coursework, Simulations, and Experiential**