

Medical Insurance Billing II

TEMC - 1060 301

Course Description

The Medical Insurance Billing II course is designed to provide the student with advanced skills necessary to perform and understand current processes regarding medical billing and collection concepts, regulations and guidelines. After successful completion of Medical Billing and Collections I and II the student will be able to apply correct billing concepts and demonstrate understanding of the medical claim life cycle.

Semester(s): All

Course Student Learning Outcomes

- Explain Insurance carrier processing and payment received.
- Identify major health insurance models and payers.
- Construct a claim form.
- Explain information about major insurance programs and federal healthcare legislation.
- Identify revenue cycle management concepts.
- Recognize hospital facility billing concepts and reimbursement methodology..

Course Prerequisites

TEMC 1051 - Medical Insurance Billing 1

Transfer/Certification/Licensure/Employment Information

The USHE (Utah System of Higher Education) technical college program alignment allows for students at any USHE technical college to transfer seamlessly within any other USHE technical college. USHE technical colleges proposing to offer courses associated with this program currently include Davis Tech, Mountainland Tech, and Ogden-Weber Tech.

Engagement Plan

An instructor will respond to email within 24 to 48 hours.

An instructor will offer feedback on major assignments within 24 to 48 hours.

The best way to contact an instructor is via the Canvas Inbox.

Keys for Success (how to succeed in the course)

Time Management

Time management is an effective tool for getting things done. Having a proper schedule can help you complete the course on time. Try to write down and schedule as much as possible. Some people will be able to simply schedule block “study times,” others will have to break it down further.

Discipline Yourself

Discipline yourself to study everyday at least two hours or until you understand your assignment. Study to know and to understand, not merely to get a particular grade.

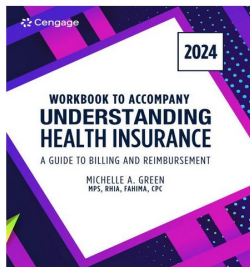
Ask for Help

If you are not keeping up in class, do all that you can do to help yourself including asking for help. Come into the class or Zoom room to talk with your instructor(s).

Communicate with Instructors

If you cannot come to class, please notify your instructors.

Required Text or Materials



Title: Understanding Health Insurance: A Guide to Billing and Reimbursement, 2024 Edition with MindTap

ISBN: 9780357932094

Authors: Should be used from Medical Insurance Billing 1

Publisher: Cengage

For more information on textbook accessibility, contact Accessibility & Disability Services at ads@slcc.edu.

Additional Materials

Pen, Pencil and Paper for notes.

Brief Description of Assignments/Exams

Please see your Pace Plan under the "Grades" page for your due date of assignments and Exams.

Assignment Schedule

Due Date	Assignment Name	Assignment Type	Points
	Chapter 09 Application Activity: Medicare Reimbursement .(Campbell).	Assignment	16
	Chapter 09 Application Activity: Medicare Reimbursement .(Collins).	Assignment	16

Due Date	Assignment Name	Assignment Type	Points
	Chapter 09 Application Activity: Medicare Reimbursement (Garrison).	Assignment	11
	Chapter 10 Application Activity: First-Listed Diagnosis	Assignment	3
	Chapter 10 Application Activity: Review Coding Pairs	Assignment	3
	Chapter 10 Application Activity: Review of MUEs	Assignment	4
	Chapter 10 Application Activity: SOAP Notes	Assignment	10
	Chapter 10 Exam - Requires Respondus LockDown Browser	Quiz	100
	Chapter 11 Application Activity: Claim Form Data Entry Format	Assignment	6
	Chapter 11 Application Activity: Complete Patient Information Section	Assignment	10

Due Date	Assignment Name	Assignment Type	Points
	Chapter 11 Application Activity: Complete the Physician or Supplier Information Section of a Claim Form	Assignment	10
	Chapter 11 Exam - Requires Respondus LockDown Browser	Quiz	100
	Chapter 12 Application Activity: Audit a Commercial Claim Form	Assignment	25
	Chapter 12 Application Activity: Determine the Accurate Format for Claim Form Data	Assignment	8
	Chapter 12 Exam - Requires Respondus LockDown Browser	Quiz	100
	Chapter 12 MOSS Assessment: 12.1 Generating Paper (CMS-1500) Claims (FlexiHealth PPO).	Assignment	10
	Chapter 12 SimClaim Assessment: Commercial Case 1	Assignment	10
	Chapter 12 SimClaim Assessment: Commercial Case 2	Assignment	10

Due Date	Assignment Name	Assignment Type	Points
	Chapter 12 SimClaim Assessment: Commercial Case 3	Assignment	10
	Chapter 13 Application Activity: Audit BlueCross BlueShield Claim Form 1	Assignment	26
	Chapter 13 Application Activity: Determine Order of Severity and Medical Necessity	Assignment	4
	Chapter 13 Application Activity: Interpret a Remittance Advice and Audit BlueCross BlueShield Form Claim 2	Assignment	29
	Chapter 13 Application Activity: Types of BlueCross BlueShield Plans	Assignment	7
	Chapter 13 Exam - Requires Respondus LockDown Browser	Quiz	100
	Chapter 13 SimClaim Assessment: BlueCross BlueShield Case 1	Assignment	10

Due Date	Assignment Name	Assignment Type	Points
	Chapter 13 SimClaim Assessment: BlueCross BlueShield Case 2	Assignment	10
	Chapter 13 SimClaim Assessment: BlueCross BlueShield Case 3	Assignment	10
	Chapter 13 SimClaim Assessment: BlueCross BlueShield Case 4	Assignment	10
	Chapter 14 Application Activity: Audit Medicare Claim Form 1	Assignment	52
	Chapter 14 Application Activity: Audit Medicare Claim Form 2	Assignment	29
	Chapter 14 Exam - Requires Respondus LockDown Browser	Quiz	100
	Chapter 14 MOSS Assessment: 14.1 Billing Medicare as a Secondary Payer (MSP).	Assignment	10
	Chapter 14 SimClaim Assessment: Medicare Case 1	Assignment	10

Due Date	Assignment Name	Assignment Type	Points
	Chapter 14 SimClaim Assessment: Medicare Case 2	Assignment	10
	Chapter 14 SimClaim Assessment: Medicare Case 3	Assignment	10
	Chapter 14 SimClaim Assessment: Medicare Case 4	Assignment	10
	Chapter 15 Application Activity: Audit a Medicaid Claim Form	Assignment	25
	Chapter 15 Application Activity: Medicaid Preauthorization	Assignment	4
	Chapter 15 Application Activity: Medicaid Programs	Assignment	5
	Chapter 15 Exam - Requires Respondus LockDown Browser	Quiz	100
	Chapter 15 SimClaim Assessment: Medicaid Case 1	Assignment	10
	Chapter 15 SimClaim Assessment: Medicaid Case 2	Assignment	10

Due Date	Assignment Name	Assignment Type	Points
	Chapter 16 Application Activity: Audit CHAMPVA Claim Form	Assignment	17
	Chapter 16 Application Activity: Audit TRICARE Claim Form	Assignment	11
	Chapter 16 Application Activity: TRICARE Support	Assignment	5
	Chapter 16 Exam - Requires Respondus LockDown Browser	Quiz	100
	Chapter 16 SimClaim Assessment: TRICARE Case 1	Assignment	10
	Chapter 16 SimClaim Assessment: TRICARE Case 2	Assignment	10
	Chapter 16 SimClaim Assessment: TRICARE Case 3	Assignment	10
	Chapter 17 Application Activity: Audit First Report of Injury and Workers' Compensation Claim Form	Assignment	29

Due Date	Assignment Name	Assignment Type	Points
	Chapter 17 Application Activity: Federal Workers' Compensation Programs	Assignment	4
	Chapter 17 Exam - Requires Respondus LockDown Browser	Quiz	100
	Chapter 17 SimClaim Assessment: Workers' Compensation Case 1	Assignment	10
	Chapter 17 SimClaim Assessment: Workers' Compensation Case 2	Assignment	10
	Chapter 17 SimClaim Assessment: Workers' Compensation Case 3	Assignment	10
	Chapter 9 Exam - Requires Respondus LockDown Browser	Quiz	100
	Click here to access MindTap	Assignment	
	Greetings, I am your instructor.	Discussion	0
	Greetings, I am your instructor.	Discussion	0
	Introduce Yourself	Discussion	0

Due Date	Assignment Name	Assignment Type	Points
	Introduce Yourself	Discussion	0
	Medical Office Simulation Software (MOSS) 3.0 Billing Capstone	Assignment	100

Grading Scale

Percentage Letter Grade

Percentage	Grade
100-90	A
89-80	B
79 or below	E

All items must be complete and passed with 80% or better in order to pass the class. All items need too be complete by the last day of class as shown on the Academic Calendar.

Academic Integrity

Integrity/Honesty is an an expectation at Salt Lake Community College. This means that each member of the College community will adhere to the principles and rules of the College and pursue academic work in a straightforward and truthful manner, free from deception or fraud. Any attempt to deviate from these principles is academic dishonesty and will be dealt with according to rules of due process as outlined. This section establishes the expectation at SLCC for academic Integrity/honesty and defines situation that constitute academic misconduct. It also presents the due process to be followed when a student violates academic standards.

Forms of Academic Dishonesty -

Cheating: Presenting others' work as one's own or assisting another student to do so in the classroom, lab or the Assessment Center. Cheating may also occur when a student

violates the conditions governing an examination.

Examples of cheating include, but are not limited to the following:

- Using oral, written, visual, or other forms of communication intended to give or receive improper assistance
- Looking at or copying another's work
- Using unauthorized materials (texts, notes, calculators, internet, phone, etc.)
- Taking an exam for another student
- Having someone else take an exam
- Altering one's work after an exam has been returned and before resubmitting it
- Obtaining and/or using an upcoming exam ahead of test time

To report academic dishonesty, please fill out the Academic Misconduct Reporting Form [Links to an external site.](#) For more information and a full list, read the Code of Student Rights & Responsibilities [Links to an external site.](#), contact your department [Links to an external site.](#) or contact the Dean of Students at 801-947-5027.

[How to Navigate to Canvas](#)

[Institutional Policies](#)

As members of our academic community, we would like to invite you to review the Institutional Syllabus which covers important policies and procedures. This document contains important links for students on the code of student rights and responsibilities, academic integrity, and grading policies, Title IX and other important acknowledgements. By familiarizing yourself with this information, you can help us create a safe and respectful environment for everyone.

For more information, navigate to the Institutional Policies tab on the [Institutional Syllabus](#) page.

[Learning Support and Tutoring Services](#)

We are pleased to offer a range of tutoring and learning support services to help you achieve your academic goals. Whether you need assistance with a specific subject or want to improve your study skills, you have many options for tutoring or other support.

To learn more about the services we offer and how to access them, visit the [Institutional Syllabus](#) page under the Tutoring and Learning Support tab. We encourage you to take advantage of these resources to help you succeed in your studies. If you have any questions or would like to schedule a tutoring session, please don't hesitate to reach out to us. We are here to support you in any way we can.

[Advising and Counseling Support Services](#)

At our institution, we are committed to supporting your academic and personal growth. That's why we offer a range of advising and counseling services to help you navigate the challenges of college life. To learn more about the resources available to you and how to access them, visit the [Institutional Syllabus](#) page under the Advising and Counseling Support Services tab. Our advising team and the support centers across campus are here to support you in achieving your goals and overcoming any obstacles you may face.

[Student Academic Calendar](#)

As students you should be aware of all important dates in the semester, such as the day that courses begin and end, as well as the drop date and the last day to withdraw. To learn more about those dates, navigate to the Student Academic Calendar:

[SLCC Student Academic Calendar](#)