



## HOW TO REACH US:

**ADMISSIONS:** 740.568.1900

**CONTACT:**

Crissie Manley, MA Ed., RHIT  
Director

**MAIL:**

710 Colegate Drive  
Marietta, OH 45750  
[cmanley1@wscc.edu](mailto:cmanley1@wscc.edu)  
740.568.1910

**ONLINE:**

[www.wSCO.edu/health](http://www.wSCO.edu/health)

**CAREER OPPORTUNITIES:**

- Hospital Facilities
- Ambulatory Facilities
- Patient Access
- Health Insurance Companies
- Medical Billing or Medical Coding Companies
- Education

**STUDENT OPPORTUNITIES:**

Upon successful completion of the Medical Billing and Coding certificate program, students are eligible to sit for the HFMA CRCR certification exam, AHIMA CCA, CCS, and CCS-P coding credential, AAPC CPC coding credential, AAPC CPB credential, and the AMB CMRS credential.

**EMPLOYMENT FORECAST:**

Nationally and regionally, the future outlook for careers is above the national average. Credentials earned through this program are national credentials, which means you can apply outside the state where you reside for employment and have a valid credential.

**IT'S A FACT:**

Nearly 70% of Washington State students receive financial aid.

Rev. 10.22.2024

# MEDICAL BILLING AND CODING (MBC)

**THE PROGRAM:**

The Medical Billing and Coding Certificate program is a three-semester, fully online program with credentials built into the program. These medical billing and medical coding credentials will equip you with the knowledge and skills necessary to gain employment. Additionally, this allows you the opportunity to gain employment to further your career in the Health Information Management Technology degree or pursue of four-year degree.

Medical billers and medical coders are vital to facilities as they understand insurance contracts, official coding guidelines, and payment models to ensure medical facilities receive the proper reimbursement for services provided to patients. Additionally, they act as patient advocates to ensure patients have been billed for services correctly and medical codes accurately describe procedures performed and types of visits that occur.

**GRADUATES OF THE PROGRAM WILL BE ABLE TO:**

- Demonstrate proficiency in determining diagnosis and procedure codes according to official guidelines.
- Demonstrate proficiency in evaluating compliance and regulatory requirements in reimbursement methodologies.
- Demonstrate proficiency in evaluating the revenue cycle process.
- Demonstrate proficiency in identifying processes and techniques for both enhancing the patient experience and improving the financial performance of the medical facility.
- Demonstrate proficiency in the most cost-effective ways to reduce denials and simplify collections

**ADMISSION TO THE PROGRAM:**

Admission to the Medical Billing and Coding certificate program is limited and admission is made on a selective basis.

- ❖ **Admission to the Medical Billing and Coding Certificate Program** is limited and awarded on a selective basis.
- ❖ **General admission into the college *does not* grant admission into the program, but General admission into the college is required for program admission.**
- ❖ Applicants are urged to apply early. You must have the following to apply to the MBC certificate program:

**ENTRANCE REQUIREMENTS:**

1. Complete application for admission to Washington State College of Ohio.
2. Must be a high school graduate or possess a GED Certificate.
3. Submit an official high school transcript or GED Certificate, and official transcripts from any college(s) attended.
4. Complete an application for the **MBC** Certificate program.
5. Submit **three (3) non-family** references.
6. Successfully completed the one-week free online readiness course. (Starts Monday @ 8:00 am and ends Saturday @ 5:00 pm every week. **-OR-** Successfully completed a WSCO online course with a grade of "C" or better
7. Completed H.S. Algebra II (or higher) or **MATH 0106**.
8. **Cumulative GPA of 2.5 or higher** when applying, and upon program entry.

This program must be completed in a sequence of consecutive semesters (see curriculum). **A grade of "C" or above is required in all courses.**



**Medical Billing and Coding (MBC)**

**Estimated Costs for 2025-2026**

*In-state Tuition: \$170.00    Out-of-state Tuition: \$ 171.00*

|   |                    |
|---|--------------------|
| <b>Fall Semester 2025</b>   |                    |
| Credit Hours:   | 15                 |
| Tuition:  | \$ 2,550.00        |
| Books:  | \$ 539.00          |
| Labs:   | \$ 0.00*           |
| Lab Fees:   | \$ 177.00**        |
| Laptop:   | \$ 750.00          |
| <b>Cost Estimate (in-state):</b>  | <b>\$ 4,577.00</b> |
| * Students will purchase lab items in eCampus Bookstore along w/textbook.               |                    |
| ** Lab fees pay for AHIMA membership/EHRGO  |                    |
| <b>Spring Semester 2026</b>   |                    |
| Credit Hours:   | 12                 |
| Tuition:  | \$ 2,040.00        |
| Books:  | \$ 747.00          |
| Labs:   | \$ 299.00*         |
| Lab Fees:   | \$ 342.00**        |
| <b>Cost Estimate (in-state):</b>  | <b>\$ 3,428.00</b> |
| * Students will purchase lab items in eCampus Bookstore along w/textbook and AHIMA.org. |                    |
| ** Lab fees pay for AHIMA membership/EHRGO  |                    |

|   |                     |
|---|---------------------|
| <b>Summer Semester 2026</b>                               |                     |
| Credit Hours:   | 9                   |
| Tuition:  | \$ 2,040.00         |
| Books:  | \$ 180.00           |
| Labs:   | \$ 1,335.00**       |
| Lab Fees:   | \$ 20.00            |
| <b>Cost Estimate (in-state):</b>                          | <b>\$ 3,575.00</b>  |
| * Students will purchase lab items through HFMA And AAPC. |                     |
| <b>Total Cost Estimate (In-state)</b>                     | <b>\$ 11,580.00</b> |
| * Some classes may offer or allow utilization of e-books  |                     |
| <i>Revised 8.13.2024</i>                                  |                     |

Again, this information is only an *estimate of the approximate cost* for *three semesters* and is based on current costs and fees. The estimate does not include a mileage estimate as it is impossible to predict spring clinical rotation assignments at this time.

If pursuing the Health Information Management Technology program, a physical exam, lab work, and proof of immunizations are required in the **HIMT 2900** course. Fees for these services vary greatly and it is difficult to estimate, however, the cost should be under **\$300.00**. A criminal background check is required before going out to professional practice in the **HIMT 2900** course; it is available through Marietta Memorial Hospital for **\$40.00**.

**All financial aid inquiries may be directed to the Director of Financial Aid.**

**Worksheet:**

| <b>Fall Semester 2025 Textbook Cost</b> |   |
|---|---|
| BIOL 1300                               | \$0 (*Same Cengage Mindtap used in <b>HIMT 1100</b> )   |
| BIOL 2450                               | \$125 (Textbook)  |
| HLTH 1800                               | \$100 (Textbook)  |
| HIMT 1100                               | \$199 (Textbook)<br>\$199 Cengage MindTap covers the first 12 months<br>\$0 Cengage Case Studies<br><u>Lab:</u><br>\$0 EHRGO covered in <b>HIMT 1200</b> 12-month access  |
| HIMT 1200                               | \$292 (Textbook)<br>\$115 Health Information Management Technology: An Applied Approach<br>\$0 Cengage Case Studies (Covered in <b>HIMT 1100</b> with Cengage Mindtap)<br><br><u>Lab:</u><br>\$128 EHRGO (12-month access)<br>\$49 AHIMA Membership Fee<br>(128 + \$49 = \$177) |
| <b>Total</b>                            | <b>\$539 (Textbook Cost, excluding labs: 125 + 100 + 199 + 115 = )</b>  |

| <b>Spring Semester 2026 Textbook Cost</b> |  |
|---|--|
| BUSM 1600                                 | \$152 (Textbook)   |
| ENGL 1510                                 | \$-0- (Textbook)<br>\$20 Lab Fee   |
| HIMT 1301                                 | \$495 (Textbooks)<br>\$0 Cengage Mindtap (Covered in <b>HIMT 1100</b> )<br>\$300 AAPC Coding Bundle<br>\$105 AHIMA ICD-10-PCS: An Applied Approach<br>\$90 AHIMA Clinical Coding Workout<br>(\$0 + \$300 + \$105 + \$90 = \$495)<br><br><u>Lab:</u><br>\$75 AHIMA 3MEncoder<br>\$0 EHRGO covered in <b>HIMT 1200</b> 12-month access   |
| HIMT 1302                                 | \$490 (Textbooks)<br>\$300 Coding Bundle AAPC (Same as <b>HIMT1301</b> so not included in the semester total)<br>\$100 AHIMA Basic Current Procedural Terminology &<br>\$90 AHIMA Clinical Coding Workout (same for <b>HIMT 1301</b> and <b>HIMT 1302</b> and the price is included in <b>HIMT 1301</b> so not included in the semester total)<br><br><u>Lab:</u><br>\$75 AHIMA 3MEncoder (Purchased in <b>HIMT 1301</b> so price not included in semester total.) |
| <b>Total</b>                              | <b>\$747 (Textbook Cost, excluding labs: 152 + 300 + 105 + 90 + 100)</b>   |

**Summer Semester 2026 Textbook Cost**

|              |              |  |
|--------------|--------------|--|
| HIMT 1400    | \$-0-        | (Textbook)<br>Cengage Mindtap paid for in <b>HIMT 1100</b> Understanding Healthcare Reimbursement  |
| HIMT 1500    | \$80         | (Textbook)<br>AHIMA Healthcare Code Sets, Clinical Terminologies, and Classification Systems   |
| HIMT 1700    | \$100        | (Textbooks)<br>\$100 AHIMA Revenue Cycle Management Best Practices<br>\$0 AHIMA Clinical Coding Workout purchased in <b>HIMT 1301</b> and <b>HIMT 1302</b> .<br>\$0 HFMA CRCR Certification Exam Comes with Student Membership<br><br><u>Lab</u><br>\$433 VLab HIA + Ciox Gym + MedRegs Bundle (nonrefundable)<br>\$0 EHR GO Purchased in <b>HIMT 1200</b><br>\$50 HFMA Student Membership<br>\$190 Membership (non-refundable)<br>\$499 AAPC CPC Certification Exam or AAPC CPB Certification Exam (student choice and non-refundable) or AHIMA Coding credential CCA or CCS or CCS-P<br>\$43 Castle Branch (Non-refundable)<br>\$120 Drug Test (Non-refundable)<br>(433 + 50 + 190 + 499 + 43 + 120 = 1,335) |
| <b>Total</b> | <b>\$180</b> | <b>(Textbook Cost, excluding labs: 80 + 100)</b>   |

**MEDICAL BILLING AND CODING CERTIFICATE***One-Year Technical Certificate*

TO BE ELIGIBLE FOR GRADUATION, A STUDENT  
 MUST COMPLETE ALL COURSES LISTED BELOW  
 WITH A PASSING GRADE OF "C" OR BETTER AND  
 MAINTAIN A CUMULATIVE GPA OF AT LEAST 2.0

STUDENT: \_\_\_\_\_

PHONE #: \_\_\_\_\_

DATE ENROLLED: \_\_\_\_\_

**GENERAL EDUCATION COURSES (18 credit hours)****English Composition (3 Credits)**

ENGL 1510 English Composition I

3**Computer Applications (3 Credits)**

BUSM 1600 PC Applications

3**Natural Science (4 Credits)**

BIOL 1300 The Human Body

4**Non-Technical (Basic) (8 Credits)**

HLTH 1800 Medical Terminology

3

HLTH 1420/OR Introduction to Human Disease/OR

3

BIOL 2450 Pathophysiology

3

HIMT 1100 HIMT Legal Issues

2**18****MAJOR Courses (18 credit hours)**

HIMT 1200 Health Record Management I

3

HIMT 1301 Clinical Classification ICD 10-CM/PCS

3

HIMT 1302 Current Procedural Terminology

3

HIMT 1400 Healthcare Reimbursement

3

HIMT 1500 Advanced Clinical Classification System

3

HIMT 1700 Revenue Cycle and Coding

3**18****36****Total Program**

SUBJECT TO CHANGE WITHOUT NOTICE

## MEDICAL BILLING AND CODING CERTIFICATE

*One-Year Technical Certificate*

### SEMESTER I (Fall)

|      |         |                                  |         |      |      |   |            |
|------|---------|----------------------------------|---------|------|------|---|------------|
| BIOL | 1300    | The Human Body                   | (4) 4-0 | HIMT | 1400 | Healthcare Reimbursement                | (3) 3-0    |
| HLTH | 1420/OR | Introduction to Human Disease/OR | (3) 3-0 | HIMT | 1500 | Advanced Clinical Classification System | (3) 3-0    |
| BIOL | 2450    | Pathophysiology                  | (3) 3-0 | HIMT | 1700 | Revenue Cycle and Coding                | (3) 2-2    |
| HIMT | 1100    | HIMT Legal Aspects               | (2) 2-0 |      |      |   | <b>(9)</b> |
| HIMT | 1200    | Health Record Management I       | (3) 3-0 |      |      |   |            |
| HLTH | 1800    | Medical Terminology              | (3) 3-0 |      |      |   |            |

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### SEMESTER II (Spring)

|      |      |                                       |         |  |  |  |  |
|------|------|---------------------------------------|---------|--|--|--|--|
| BUSM | 1600 | PC Applications                       | (3) 2-2 |  |  |  |  |
| ENGL | 1510 | English Comp I                        | (3) 2-2 |  |  |  |  |
| HIMT | 1301 | Clinical Classification ICD 10-CM/PCS | (3) 2-2 |  |  |  |  |
| HIMT | 1302 | Current Procedural Terminology        | (3) 3-0 |  |  |  |  |

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2025-2026

Program Total **36**