The Medical Insurance Billing and Coding program is a two-semester certificate program designed to prepare students for employment as medical insurance specialists and/or medical coders in physicians’ offices, hospital billing offices, outpatient departments, and insurance companies. Depending on the health care setting where employed, the job duties could include both specializations of insurance billing and coding, or employees could specialize in either area. With a combination of both coding and insurance billing skills, graduates of this program can offer more flexibility to an employer in a medical setting.

The number of people seeking health care services has increased as a result of an aging population, technologic advances, and better access to health care. Health care in America has undergone tremendous changes in the recent past, and more changes are promised for the future. Health insurance claim processing and diagnostic and procedural coding skills are in demand in various health care settings.

Upon completion of the one-year certificate program, students may find employment in a combination of skills—coding and/or insurance billing. The skills employers need are dependent upon the type of medical setting.

Coding: Health care providers are reimbursed according to the codes submitted for the procedures and services rendered. Therefore, the role of medical coders is integral to most medical practices.

Insurance Billing: The insurance specialist is responsible for patient billing in physician, clinical, or hospital settings. Chart analysis, billing procedures, and correspondence with insurance carriers are part of the duties. Jobs are available in consulting firms, clinics, hospitals, multi-specialty medical groups, and private practices and are available in every state, ranging, from non-management to management positions.

Insurance billing specialist's salaries may range widely, depending on knowledge, experience, locale, and size of the employing institution. Students completing this program will also have the choice of becoming their own boss by setting up a business in their homes, establishing an office, or accepting employment in an establishing settlement.