



# Administrative Medical Specialist

## with Medical Billing and Coding + Medical Terminology

### Our Program

Once enrolled in the Administrative Medical Specialist with Medical Billing and Coding, you local workforce will receive instruction from a nationally-recognized online program that will prepare them for a stable career in the healthcare sector. In this program, trainees will gain a wide range of medical office management skills particular to the healthcare industry.



Students will learn to function as an important member of the healthcare team by providing key skills such as patient registration and scheduling, medical records management, diagnostic and procedural coding (including ICD-10-CM), insurance claim filing, and daily financial practices.

### Certifying Exam:

- Certified Medical Administrative Assistant (CMAA)
- Certified Billing and Coding Specialist (CBCS)
- Certified Professional Coder (CPC)

### Professional Credential:

- Certified Medical Administrative Assistant (CMAA)
- Certified Billing and Coding Specialist (CBCS)
- Certified Professional Coder (CPC)

### Graduate Stats



Average of  
**675**  
students  
per year

12-month  
completion  
rate:  
**48.2%**

Employment of medical records and health information technicians, by area, May 2014

