

**Medical Coding and Billing  
Certificate of Proficiency – Level One**

Texas Southmost College  
Health Care, Career and Technical Education Division

A certificate in Medical Billing and Coding will prepare students for entry level positions in physicians' offices, clinics, hospitals, and other outpatient settings.

<b>FIRST SEMESTER</b>	<b>CREDIT HOURS</b>
POFM 1317 Medical Administrative Support .....	3
HITT 1305 Medical Terminology I .....	3
MDCA 1309 Anatomy and Physiology for Medical Assistants .....	3
<b>SECOND SEMESTER</b>	
MDCA 1343 Medical Insurance .....	3
POFM 1300 Medical Coding Basics.....	3
HITT 1301 Health Data Content and Structure .....	3
<b>THIRD SEMESTER</b>	
POFM 2310 Intermediate Medical Coding .....	3

**TOTAL CREDIT HOURS FOR GRADUATION - 21**

TSI Requirement (Texas Success Initiative - any other state-approved test) - Student must take all three sections of state-approved test to graduate with this degree.

Students must graduate within six (6) years from the academic year of entrance or may be placed under the provisions of a later catalog.

A minimum grade of "C" must be obtained in each (POFM, HITT, MDCA) course required in the certificate plan.