

MOA195 : International Classification of Diseases: Procedure Classification System

General Information

Author:	• Sonali Perera
Course Code (CB01) :	MOA195
Course Title (CB02) :	International Classification of Diseases: Procedure Classification System
Department:	MOA
Proposal Start:	Fall 2024
TOP Code (CB03) :	(0514.20) Medical Office Technology *
CIP Code:	(51.0716) Medical Administrative/Executive Assistant and Medical Secretary.
SAM Code (CB09) :	Clearly Occupational
Distance Education Approved:	No
Will this course be taught asynchronously?:	No
Course Control Number (CB00) :	CCC000613236
Curriculum Committee Approval Date:	02/28/2024
Board of Trustees Approval Date:	04/16/2024
Last Cyclical Review Date:	02/28/2024
Course Description and Course Note:	MOA 195 provides the student with an introduction to the overview, structure, and organization of the International Classification of Diseases, Procedure Classification System (ICD-10-PCS). Instruction in coding procedures adheres to national coding guidelines, uses information from cases and health records, and applies coding software (Encoder).
Justification:	Mandatory Revision
Academic Career:	• Credit
Author:	• Sonali Perera

Academic Senate Discipline

Primary Discipline:	• Office Technologies (Secretarial skills, office systems, word processing, computer applications, automated office training)
Alternate Discipline:	No value
Alternate Discipline:	No value

Course Development

Basic Skill Status (CB08)	Course Special Class Status (CB13)	Grading Basis
Course is not a basic skills course.	Course is not a special class.	• Grade with Pass / No-Pass Option

Allow Students to Gain Credit by Exam/Challenge

Pre-Collegiate Level (CB21)

Not applicable.

Course Support Course Status (CB26)

Course is not a support course

Transferability & Gen. Ed. Options

General Education Status (CB25)

Not Applicable

Transferability

Transferable to CSU only

Transferability Status

Approved

Units and Hours

Summary

Minimum Credit Units (CB07)	3
Maximum Credit Units (CB06)	3
Total Course In-Class (Contact) Hours	54
Total Course Out-of-Class Hours	108
Total Student Learning Hours	162

Credit / Non-Credit Options

Course Type (CB04)

Credit - Degree Applicable

Noncredit Course Category (CB22)

Credit Course.

Noncredit Special Characteristics

No Value

Course Classification Code (CB11)

Credit Course.

Variable Credit Course

Funding Agency Category (CB23)

Not Applicable.

Cooperative Work Experience Education Status (CB10)

Weekly Student Hours

	In Class	Out of Class
Lecture Hours	3	6
Laboratory Hours	0	0
Studio Hours	0	0

Course Student Hours

Course Duration (Weeks)	18
Hours per unit divisor	0
Course In-Class (Contact) Hours	
Lecture	54
Laboratory	0
Studio	0
Total	54
Course Out-of-Class Hours	
Lecture	108

Laboratory	0
Studio	0
Total	108

Time Commitment Notes for Students

No value

Units and Hours - Weekly Specialty Hours

Activity Name	Type	In Class	Out of Class
No Value	No Value	No Value	No Value

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Prerequisite

MOA180 - Health Information Management & HIPAA Standards (in-development)

Objectives

- Explain health data and clinical documentation principles, standards and guidelines to ensure the quality of the health record in a medical clinic or an acute-care hospital setting.
- Describe regulatory, accreditation, licensure and certification standards related to health information to medical records in the acute-care hospital setting.

Entry Standards

Entry Standards

Course Limitations

Cross Listed or Equivalent Course

Specifications

Methods of Instruction

Methods of Instruction Discussion

Methods of Instruction	Demonstrations			
Methods of Instruction	Multimedia			
Methods of Instruction	Lecture			
Methods of Instruction	Guest Speakers			
Methods of Instruction	Collaborative Learning			
Out of Class Assignments				
<ul style="list-style-type: none"> Assign ICD-10-PCS code(s) for inpatient medical record Apply ICD-10-PCS guidelines and identify one principal procedure and all applicable secondary procedures per physician chart documentation 				
Methods of Evaluation	Rationale			
Exam/Quiz/Test	Quizzes			
Exam/Quiz/Test	Midterm examination			
Exam/Quiz/Test	Final examination			
Textbook Rationale				
No Value				
Textbooks				
Author	Title	Publisher	Date	ISBN
Leon -Chisen, Nelly	ICD-10 CM and ICD PCS	AHA	2019	9781556484377
Other Instructional Materials (i.e. OER, handouts)				
No Value				
Materials Fee				
No value				

Learning Outcomes and Objectives
Course Objectives

Identify how procedures are classified and named with past, present and future International Classification of Diseases, Procedure Classification System (ICD-10-PCS) related classification systems.

Describe knowledge to accurately code procedures for all body systems for inpatient records.

Explain Official International Classification of Diseases, Procedure Classification System (ICD-10-PCS) Guidelines for Coding and Reporting to accurately assign ICD-10PCS codes for procedures.

Apply International Classification of Diseases, Procedure Classification System (ICD-10- PCS) in patient care.

SLOs

Apply clinical knowledge to accurately code procedures for all body systems for inpatient records.

Expected Outcome Performance: 70.0

<i>ILOs</i> Core ILOs	Demonstrate depth of knowledge in a course, discipline, or vocation by applying practical knowledge, skills, abilities, theories, or methodologies to solve unique problems.
<i>MOA</i> Medical Assistant Certificate	Describe the duties, processes, and procedures in managing the medical front and back office Explain health data and clinical documentation principles, standards and guidelines

Interpret official ICD-10-PCS guidelines for coding and reporting to accurately assign ICD-10- PCS codes for procedures.

Expected Outcome Performance: 70.0

<i>ILOs</i> Core ILOs	Analyze and solve problems using critical, logical, and creative thinking; ask questions, pursue a line of inquiry, and derive conclusions; cultivate creativity that leads to innovative ideas.
<i>MOA</i> Medical Assistant Certificate	Describe the duties, processes, and procedures in managing the medical front and back office Explain health data and clinical documentation principles, standards and guidelines

Utilize the ICD-10-PCS book and encoder to accurately assign procedures.

Expected Outcome Performance: 70.0

<i>ILOs</i> Core ILOs	Demonstrate depth of knowledge in a course, discipline, or vocation by applying practical knowledge, skills, abilities, theories, or methodologies to solve unique problems.
<i>MOA</i> Medical Assistant Certificate	Describe the duties, processes, and procedures in managing the medical front and back office Explain health data and clinical documentation principles, standards and guidelines

Additional SLO Information

Does this proposal include revisions that might improve student attainment of course learning outcomes?

No

Is this proposal submitted in response to learning outcomes assessment data?

No

If yes was selected in either of the above questions for learning outcomes, explain and attach evidence of discussions about learning outcomes.

No Value

SLO Evidence

Course Content

Lecture Content

International Classification of Diseases, Procedure Classification System (ICD -10- PCS) System Definition and Guidelines (9 hours)

- System structure and design
- Code building process
- Coding guidelines
- Clinical documentation and terminology

Medical Surgical Section I (9 hours)

- Root operations
- Anatomical regions
- Nervous system
- Sense organs

Medical Surgical Section II (9 hours)

- Respiratory system
- Circulatory system
- Gastrointestinal system
- Hepatobiliary system

Medical Surgical Section III (9 hours)

- Integumentary system
- Muscular and skeletal systems
- Endocrine system
- Lymphatic system

Medical Surgical Section IV (9 hours)

- Urinary system
- Male reproductive system
- Female reproductive system
- Obstetrics

Ancillary Sections (9 hours)

- Imaging
- Nuclear medicine
- Radiation oncology
- Physical rehabilitation, mental health, and substance abuse

Total Hours: 54

Additional Information

Is this course proposed for GCC Major or General Education Graduation requirement? If yes, indicate which requirement in the two areas provided below.

No

GCC Major Requirements

No Value

GCC General Education Graduation Requirements

No Value

Repeatability

Not Repeatable

Justification (if repeatable was chosen above)

No Value

Resources

Did you contact your departmental library liaison?

No

If yes, who is your departmental library liaison?

Aisha Conner-Gaten (Business, ESL-Credit)

Did you contact the DEIA liaison?

No

Were there any DEIA changes made to this outline?

No

If yes, in what areas were these changes made:

No Value

Will any additional resources be needed for this course? (Click all that apply)

No Value

If additional resources are needed, add a brief description and cost in the box provided.

No Value