**BARTON COMMUNITY COLLEGE**

**COURSE SYLLABUS**

# **GENERAL COURSE INFORMATION**

Course Number: MDAS 1642

Course Title: Medical Coding Internship

Credit Hours: 2

Prerequisite: Concurrently enrolled in final semester of Medical Coding Program

Division/Discipline: Workforce Training and Community Education/ Medical Coding

Course Description: This course provides the opportunity to apply administrative skills in a supervised, non-remunerated practicum in a medical facility. Emphasis is placed on enhancing competence in administrative skills necessary for strengthening professional communication and interaction.

# **INSTRUCTOR INFORMATION**

# **COLLEGE POLICIES**

Students and faculty of Barton Community College constitute a special community engaged in the process of education. The College assumes that its students and faculty will demonstrate a code of personal honor that is based upon courtesy, integrity, common sense, and respect for others both within and outside the classroom.

Plagiarism on any academic endeavors at Barton Community College will not be tolerated. The student is responsible for learning the rules of, and avoiding instances of, intentional or unintentional plagiarism. Information about academic integrity is located in the Student Handbook.

The College reserves the right to suspend a student for conduct that is determined to be detrimental to the College educational endeavors as outlined in the College Catalog, Student Handbook, and College Policy & Procedure Manual. (Most up-to-date documents are available on the College webpage.)

Any student seeking an accommodation under the provisions of the Americans with Disability Act (ADA) is to notify Student Support Services via email at [disabilityservices@bartonccc.edu](mailto:disabilityservices@bartonccc.edu).

# **COURSE AS VIEWED IN THE TOTAL CURRICULUM**

# This course is an integral part of the student's learning process for the Medical Coding program. Through the Medical Coding Internship the student gains on the job experience in the areas of administrative and clinical coding work. Students should enroll in this course when they are in their final semester of the medical coding program. Upon completion, students should be able to function as an entry level medical coding professional.

# **ASSESSMENT OF STUDENT LEARNING**

Barton Community College is committed to the assessment of student learning and to quality education. Assessment activities provide a means to develop an understanding of how students learn, what they know, and what they can do with their knowledge. Results from these various activities guide Barton, as a learning college, in finding ways to improve student learning.

Course Outcomes, Competencies, and Supplemental Competencies:

1. Demonstrate professionalism, ethics, and affective behavior as it relates to an entry-level medical coder position
   1. Provide client care coding in accordance with regulations, policies, laws and patient rights
   2. Demonstrate quality control and safety measures
2. Demonstrate administrative competencies as it relates to an entry-level medical coder position
   1. Communicate effectively nonverbally, orally and written
   2. Perform medical business practices
3. Demonstrate clinical competencies as it relates to an entry-level medical coder position
   1. Demonstrate coding practice skills
   2. List resources appropriate to utilize for reference/usage in coding options
4. **INSTRUCTOR'S EXPECTATIONS OF STUDENTS IN CLASS**

# **TEXTBOOKS AND OTHER REQUIRED MATERIALS**

# **REFERENCES**

# **METHODS OF INSTRUCTION AND EVALUATION**

# **ATTENDANCE REQUIREMENTS**

1. **COURSE OUTLINE**