

Upcoming Seminar for Medical Office Personnel

Presented by:



Certified Medical Coder (CMC)

In today's complex environment, certified coders are in high demand. More physicians need Certified Medical Coders who are capable of understanding the complexities of the reimbursement process. Improve the financial health of your practice. Your skills will help guard against improper claim submissions and contribute to a higher rate of paid claims for the practice.

COURSE CURRICULUM

Medical Terminology for Diagnostic & Procedural Coding

- Roots, Prefixes and Suffixes
- Anatomy and physiology
- Body structure and body systems

ICD-9-CM Diagnostic Coding

- Coding conventions
- Guidelines from CMS
- Primary vs. secondary codes
- Signs/symptoms and ill-defined conditions
- Neoplasms and adverse effects
- Injuries, burns, fractures and wounds
- Supplementary classifications
- OB/GYN codes

CPT Procedural Coding

- CPT categories, format and guidelines
- Diagnostic vs. therapeutic services
- E&M services for all categories plus modifiers
- Surgical coding guidelines and procedures
- Modifiers for surgical procedures
- Coding from chart notes and operative reports

Ancillary Services & Advanced Coding

- Maternity and delivery services
- Radiology
- Pathology & lab services in the physician's office
- Medicine & Intervention
- Coding problem set exercises
- Medical and surgical specialties

Certification program includes 29 hours of classroom instruction and 6-hour certification exam.

Required Materials: CPT, ICD-9-CM Volume 1&2, HCPCS manual and a Medical Dictionary

Fridays, Sept. 10, 17, 24, Oct. 1 & 9, 2010

Memorial Hermann Northwest Hospital
South Tower, Classroom C
1635 North Loop West
Houston, TX 77008

or

Saturdays, Sept. 11, 18, 25, Oct. 2 & 9, 2010

Memorial Hermann Southwest Hospital
Alamo Conference Room
7600 Beechnut
Houston, TX 77074

8:30 a.m. to 4:30 p.m. each day!

Both exams held Oct. 9, 2010.

Cancellation Policy: A credit voucher will be issued if cancellation is received at least 48 hours prior to program. For refunds, a \$20 processing fee will be deducted for cancellations received in writing at least 1 week prior to the program start date; 50% refund if less than 1 week. Refunds cannot be processed for no shows.

Join **NetworkPMI**, an exciting, new community for medical office professionals. Details at network.pmiMD.com

REGISTRATION FORM

Please keep a copy for your records.

PROGRAM INFORMATION

Sept. 10, 17, 24, Oct. 1 & 9
(Prgm# 15429-0910)

Sept. 11, 18, 25, Oct. 2 & 9
(Prgm# 15378-0911)

Memorial Hermann NW Hospital
South Tower, Classroom C
1635 North Loop West
Houston, TX 77008

Memorial Hermann SW Hospital
Alamo Conference Room
7600 Beechnut
Houston, TX 77074

8:30 a.m. to 4:30 p.m. each day! Both exams held: Oct. 9, 2010.

REGISTRATION METHOD

Mail with payment to:
Donna Alwais, PMI Learning Center Coordinator
9401 Southwest Freeway, Suite 1100, Houston, TX 77074

Phone (713) 448-6787

Fax (713) 448-6832 Please include payment information.

Visit www.pmiMD.com Secure online registration 24 hours a day.

PROGRAM FEE/DISCOUNT POLICIES

\$999 per person. Save \$150 if paid in full by Aug. 10, 2010.
Includes instructional materials. Lunch on your own.

PARTICIPANT INFORMATION

Registrant 1 _____

Registrant 2* _____

Registrant 3* _____

Additional registrants may be listed on a separate sheet

***If you are registering two or more participants, or if you are PMI-Certified, please call for discount information.**

Practice Name _____

Address _____

City/State/Zip _____

Phone (____) _____ Fax (____) _____

E-mail _____

PAYMENT INFORMATION

Select form of Payment: VISA MasterCard AmEx or
 Check (**payable to Practice Management Institute**)

Card No.: _____

Total Amount: _____ Exp. Date: _____

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