

MyCAA Education & Training Plan (ETP)

School Contact Information:

School Name and Campus:	West Texas A&M University Extended Studies
Campus Street Address:	WTAMU Box 60877
Campus City, State, ZIP Code:	Canyon, TX 79016
Campus Phone Number:	806-651-2038
School Website URL:	https://wtamu.edu2.com

Student Information:

Student Name:	
School Issued Student ID:	N/A
Program Name:	Medical Billing & Coding with Medical Administration Certification Program with Externship
Program Type:	Certification
Program Duration:	6 Months
Scheduled Start Date:	
Estimated Completion Date:	
Course Delivery Format	Online

Program Overview:

The Medical Billing and Coding with Medical Adminstration course offers the skills needed to perform complex coding and billing procedures. It covers CPT coding for medical procedures in the outpatient setting, ICD-10-CM coding for medical diagnoses, an introduction to HCPCS coding, a brief explanation of inpatient coding using ICD-10-PCS, and basic claims processes for medical insurance and third party reimbursements. Students will learn how to find the diagnosis and procedural codes using manuals (CPT, HCPCS, ICD-10). This billing and coding program delivers the skills students need to solve insurance billing and coding problems. It details proper assignment of codes and the process to file claims for reimbursement. Additionally, this program provides students a well-rounded introduction to medical administration that delivers the skills students require to obtain an administrative medical assistant position or advance within a current healthcare career.

Certification/Licensure Eligibility upon Program Completion:

Students should have or be pursuing a high school diploma or GED.  
Students who complete this program can sit for the following exams:

- American Academy of Professional Coders (AAPC) Certified Professional Coder Exam (CPC or CPC-H Apprentice)
- American Health Information Association (AHIMA) Certified Coding Associate (CCA) exam
- National Healthcareer Association (NHA) Billing and Coding Specialist Certification (CBCS)
- National Healthcareer Association (NHA) Certified Medical Administrative Assistant(CMAA) exam

Tuition Cost + Student Cost:

Tution Cost:	Student Cost:	Total:
\$3,950	\$0	\$3,950

Course Breakdown:

Enter each course or block of study in the table below for which MyCAA financial assistance is being requested. Insert additional rows as needed to accommodate all required coursework.

Course/Program Code	Course/Program Title	Course Credits (if applicable)
WTAMU-MBCMA12	Medical Billing & Coding with Medical Administration Certification Program with Externship	750 Contact Hours / 75 CEU's

**School Official Certification:**  
By my signature below, I certify the above information is true, accurate, complete, and being submitted on behalf of the institution named in this document.

<b>Signature/Title of Authorized School Official</b>
<b>School Official Printed First and Last Name</b>

<b>Date</b>
<b>School Official E-mail and Phone Number</b>

End of form