

Medical Billing

INDUSTRY FACTS



What do medical billing professionals do?

Medical billing professionals are crucial to keeping healthcare facilities operating effectively.

Their specific responsibilities vary from location to location but often include the following:

- Registering the patient and verifying their insurance coverage
- Collecting the information required to create a claim
- Working directly with the insurance company, healthcare provider, and patient to get a claim processed and paid
- Reviewing and appealing unpaid and denied claims
- Handling collections on unpaid accounts
- Managing the facility's Accounts Receivable reports
- Answering patients' billing questions

Where do they work?

Medical billers can be found in a variety of healthcare facilities, including hospitals, clinics, doctors' offices, skilled nursing facilities, and home health agencies, among others. There are even employment opportunities in insurance companies and at specialized medical billing firms.

How much do they earn?

With many different opportunities, medical billers often have a variety of positions to choose from and can earn competitive salaries. The Department of Labor reports that the middle 50% of professionals in the field earn between \$30,990 and \$51,350 a year.

How's the job outlook?

The Occupational Outlook Handbook, published by the U.S. Department of Labor estimates that industry employment will grow 15%, adding 2.4 million new jobs by 2029. This will result in a growing need of professionals in the field to act as liaisons between healthcare facilities, insurance companies, and other establishments, due to the higher demand for healthcare services.

"I didn't see any cut backs in the medical billing field throughout the recession. The company I work for actually grew! This is currently a very high demand career in an ever-growing industry and well trained professionals are needed."

HOLLY, MEDICAL BILLING PROFESSIONAL



in partnership with
 CareerStep

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PROGRAM DETAILS



NORMANDALE
COMMUNITY COLLEGE

Improve Your Life

When it comes to career training, you'll find a lot of posers out there. Con artists that'll try to impress you with fancy hyperbole. But through all the noise, the distinct sound of success can be heard. Your success. All it takes is a little push. A nudge in the right direction—and your whole life could change. New doors opened. New worlds discovered. And new opportunities explored.

Prepare for a Better Job

Our comprehensive program was developed by industry experts and includes real-world practical experience to ensure that you gain the skills you need to excel in the workforce. You'll gain the knowledge and skills you need to follow claims all the way through to payment and prepare to earn the Certified Billing and Coding Specialist (CBCS) certification.

Learn Your Way (From Home)

With online training, you can absorb more knowledge and learn more skills—fast.

- Study on a schedule that fits your life
- Progress at a pace that matches your learning style
- Adjust the time and effort you devote to your coursework each day

Receive Coaching and Guidance

When you train with CareerStep, we back you every step of the way—from enrollment through course completion.

- Learner support
- Technical support
- Career support

Get Certified

We'll prepare you to take nationally recognized exams so you can explore greater opportunities in your area.

- **Certified Billing and Coding Specialist (CBCS)**
You can earn the industry-proven certification for healthcare reimbursement, certified by the National Healthcareer Association's (NHA). Our program includes a free exam voucher—a \$117 value—to cover your medical billing certification cost.

Program Outline

Course

Program Orientation

Computer Fundamentals

Introduction to Healthcare

Anatomy and Physiology

Comprehensive Medical Terminology

Comprehensive Pharmacology

Law, Liability and Ethics for Healthcare

Health Information Management

Medical Billing

Program Completion

TOTAL HOURS: 367



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