



**Medical Office Administration – Med. Coding, Billing, and Insurance Certificate**  
 Curriculum Code C25310B

Grade	Course Number	Course Title	Prerequisites	Class	Lab	Credit
<b>Year 1</b>		<b>First Semester: Fall</b>				
	OST 141	Med Office Terms I (or MED 121)		3	0	3
	OST 149	Medical Legal Issues		3	0	3
		<b>Semester Totals</b>		<b>6</b>	<b>0</b>	<b>6</b>
<b>Year 1</b>		<b>Second Semester: Spring</b>				
	OST 142	Med Office Terms II (or MED 122)	OST 141 or MED 121	3	0	3
	OST 148	Med Ins & Billing		3	0	3
		<b>Semester Totals</b>		<b>6</b>	<b>0</b>	<b>6</b>
<b>Year 2</b>		<b>Third Semester: Fall</b>				
	OST 247	Procedure Coding	OST 141 or MED 121	2	2	3
		<b>Semester Totals</b>		<b>2</b>	<b>2</b>	<b>3</b>
<b>Year 2</b>		<b>Fourth Semester: Spring</b>				
	OST 248	Diagnostic Coding	OST 141 or MED 121	2	2	3
		<b>Semester Totals</b>		<b>2</b>	<b>2</b>	<b>3</b>
		<b>Cumulative Totals</b>				<b>18</b>