



Catalog Supplement
2023-2024 Catalog, Volume 28
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Effective April 20, 2023

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Course Descriptions

COD140 Basic ICD-10-CM Coding

4 Credit Hours
30 Lecture Hours
20 Lab Hours

This course develops skills in the use of ICD: International Classification of Diseases coding principles. The text will assist the student to reference course workbook, and associated manuals, while matching procedures, evaluations, and assessment to numeric codes. Also, coding laws and ethics will be discussed. Instructional Goals: The primary goal of this course is to expand the student's coding knowledge, specifically in ICD-10-CM coding challenges.

COD141 Advanced ICD-10-CM Coding

4 Credit Hours
30 Lecture Hours
20 Lab Hours

This course is designed to advance the student to a more heightened awareness of ICD-10 medical coding and to provide an advanced approach to diagnostic coding. This course is a continuation of prior exposure to coding and how the classification system is maintained. Instructional Goals: The primary goal of this course is to expand the student's coding knowledge, specifically in troubleshooting coding errors.

COD155 AAPC Professional Medical Coding

10 Credit Hours
100 Lecture Hours

This course is primarily centered on the use of the CPT: Current Procedural Terminology coding system. Principles of ICD- 10-CM are covered briefly. The HCPCS (Healthcare Common Procedural Coding System) is explained and practice examples are given. The texts used cover all sections of CPT and the coding guidelines applicable to each section are discussed. End of chapter questions are assigned and reviewed. In addition, Medicare rules and regulations governing CPT coding procedures will be discussed.

COD175 Coding Certification Review

4 Credit Hours

40 Lecture Hours

This course is designed to help prepare the student to perform well on the Certified Professional Coder (CPC) Certification Examination. The principal guidelines for this course are based on the American Academy of Professional Coders (AAPC) Certification Examination Content Outline. There are five major areas of comprehensive review: Medical Terminology & Anatomy, ICD-10-CM Coding Guidelines/Application, CPT Coding Guidelines/Application, HCPCS Coding Guidelines/Application & Reimbursement Guidelines/Application.

Effective January 3, 2024

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Attendance Policy for Student Receiving VA Educational Benefits

Special accommodations can be made for military personnel who are called to active duty or reserve training. Service members should see the Director of Education prior to the first date the student will be absent. A copy of military orders must be provided. Upon approval, the Director of Education will grant an extension of time based on the days of required military service and for necessary travel time to and from military duty.

The College will not take any of the following actions when a service member receives an order for a period of service (i.e., active duty, inactive duty training, or state service):

- Assigning the member a failing grade,
- Reducing the member's grade point average,
- Characterizing any member's absence(s) as unexcused, or
- Assessing a financial penalty on a member because of a withdraw or leave of absence due to receiving orders for service.

The College will take the following actions when a member withdraws or takes a leave of absence from a course(s) due to receiving orders for a period of service:

- Refunding all tuition and fees paid for the academic term to the appropriate party,
- Assigning a grade of incomplete (or equivalent) for the course(s) during the term, and
- Providing the opportunity to complete the term after the period of service.

Compliance with 38 USC §3679 (E): Allowing Veterans to Attend or Participate in Courses Pending VA Payment

In accordance with Title 38 US Code 3679(e), ATA Career Education adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post-9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31) benefits, while payment to the institution is pending from VA. The College will not:

- Prevent the student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;

- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the VA Certificate of Eligibility (COE) by the first day of class;
- Provide a written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA).

Effective February 5, 2024

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Safety in Private Spaces Act

In accordance with the Safety in Private Spaces Act, Florida Statute 553.865, a student who willfully enters a restroom designated for the opposite sex on the premise of the educational institution and refuses to depart when asked by any administrative personnel, faculty member, security personnel, or law enforcement personnel may result in disciplinary action up to and including suspension or dismissal from the College.

In the event a student believes that the institution has failed to meet the minimum requirements for restrooms and changing facilities under Sections 553.865(4) and (5), F.S. he/she has the right to file a complaint with the Attorney General.

Effective March 11, 2024

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Medical Marijuana

Regardless of a student's status as a medical marijuana license holder, the possession and use of marijuana is not allowed on the premises of ATA or at any college sponsored function. While the use of medical marijuana in conjunction with the possession of a medical marijuana license is legal in some states, the law does not limit the ability of the college to establish, continue, or enforce a drug-free school and workplace program or policies. Marijuana is a prohibited controlled substance under federal law, regardless of the use being for medical purposes.

Accordingly, the possession and use of marijuana by any individual, notwithstanding the possession of a medical marijuana license, is strictly prohibited while on the premises of ATA College campus, going to and from and attending school sponsored functions (either on or off campus), events, and/or externships/clinicals. If a student is found to have used, possess or to have possessed marijuana in any of the instances stated above, the College will proceed with all actions and consequences that are afforded under any state or federal law, campus drug policy, or any other authority applicable to or adopted by the College.

Definitions

The terms “marijuana” and “possession of marijuana” will be interpreted by the College in accordance with state and federal law. The term “marijuana” includes, but is not limited to, any form of marijuana; all parts of the plant *Cannabis sativa* L., whether growing or not; marijuana seeds; marijuana oil, extract, resin, or residue; cannabidiol in any form; and marijuana edibles. Any conflict between state and federal law as to the definition of “marijuana” or “possession of marijuana” will be interpreted in favor of federal law.

Nondiscrimination

There will be no discrimination because of an individual’s status as a medical marijuana license holder. The College recognizes that the legal aspects and consequences of medical marijuana are new and possibly subject to change. These legal aspects and consequences of medical marijuana affect many areas of the college’s current policies regarding employees, students, and individuals on the premises or attending college events. The college will continue to enforce its current adopted policies. As the need arises with changes in state and/or federal law, the college will consider and/or examine the institution’s policies to assess whether revisions, if any, may be needed to comply with state and federal law.

Effective May 20, 2024

Page 11**Transcripts from Foreign Schools:**

College transcripts from foreign institutions must be translated and evaluated by an agency recognized by the American Association of Collegiate Registrars and Admissions Officers (AACRAO), National Association of Credential Evaluation Services, Inc. (www.naces.org), or Association of International Credential Evaluators (AICE). The appropriate academic department personnel will perform the evaluation of credits.