



This course supports the assessment for BKV1. The course covers 4 competencies and represents 4 competency units.

Introduction

Overview

This course provides a comprehensive approach to learning about the development, structure, and process of the Current Procedural Terminology.

You will learn

- how to use CPT;
- how and where health documentation takes place;
- coding for specific services, surgeries, procedures, tests, and issues; and
- the associated compliance with federal regulations and guidelines.

The main body of the material is listed in six sections. Each section is divided into subsections with anatomic, procedural, condition, or descriptor/subheadings. The procedures and services with their identifying codes are presented in numeric order with one exception—the entire Evaluation and Management section (99201- 99499) appears at the beginning of the listed procedures. These items are used by most physicians in reporting a significant portion of their services.

Competencies

This course provides guidance to help you demonstrate the following 4 competencies:

- **Competency 730.5.1: Current Procedural Terminology (CPT) and the Healthcare Common Procedure Coding System (HCPCS)**
The graduate describes the development, purpose, content of the Current Procedural Terminology (CPT) and the Healthcare Common Procedure Coding Systems (HCPCS) and applies their principles and guidelines.
- **Competency 730.5.2: Current Procedural Terminology (CPT) and Healthcare Common Procedure Coding System (HCPCS) Coding**
The graduate practices correct and precise coding using Current Procedural Terminology (CPT) and Healthcare Common Procedure Coding System (HCPCS) codes.
- **Competency 730.5.3: Data Requirement Definition**
The graduate defines the data requirements needed to support provider reimbursement and articulate the alternative healthcare setting federal legislation prospective payment system in Current Procedural Terminology (CPT) and the Healthcare Common Procedure Coding System (HCPCS) codes.
- **Competency 730.5.4: Evaluation and Management**
The graduate defines the data requirements needed to support the evaluation and management determination in Current Procedural Terminology (CPT).



Course Instructor Assistance

As you prepare to successfully demonstrate competency in this subject, remember that course instructors stand ready to help you reach your educational goals. As subject matter experts, mentors enjoy and take pride in helping students become reflective learners, problem solvers, and critical thinkers. Course instructors are excited to hear from you and eager to work with you.

Successful students report that working with a course instructor is the key to their success. Course instructors are able to share tips on approaches, tools, and skills that can help you apply the content you're studying. They also provide guidance in assessment preparation strategies and troubleshoot areas of deficiency. Even if things don't work out on your first try, course instructors act as a support system to guide you through the revision process. You should expect to work with course instructors for the duration of your coursework, so you are welcome to contact them as soon as you begin. Course instructors are fully committed to your success!

Preparing for Success

The information in this section is provided to detail the resources available for you to use as you complete this course.

Learning Resources

The learning resources listed in this section are required to complete the activities in this course. For many resources, WGU has provided automatic access through the course. However, you may need to manually enroll in or independently acquire other resources. Read the full instructions provided to ensure that you have access to all of your resources in a timely manner.

Manually Enrolled Resources

Take a moment to enroll in the learning resources listed in this section. To enroll, navigate to the "Learning Resources" tab, click the "Sections" button, and then click the "Enroll Now" button for each resource. Once your mentor approves your enrollment in the resource, you will receive an e-mail with further access instructions. Contact your mentor if you have questions.

You will need to enroll in or subscribe to learning resources as a part of this course. You may already have enrolled in these resources for other courses. Please check the "Learning Resources" tab and verify that you have access to the following learning resources. If you do not currently have access, please enroll or renew your enrollment at this time.

Textbook

The following textbook will be used as a reference as you complete the course activities:

- Abraham, M., Ahlman, J.T., Bourdreau, A.J., Connelly, J.L., & Evans, D.D. (2011). *CPT 2012: standard edition*. Chicago, IL: American Medical Association. ISBN 978-1-60359-567-4

Note: CPT Codebooks change each January 1. You will be directed to the most up-to-date version at the point of your enrollment in this course.



CCA Certblaster

Use this resource throughout your studies in the course to assess your retention of the content. It contains case studies and questions that test your knowledge of both ICD and CPT coding.

Medical Coding Systems

Enroll in the Medical Coding Systems resource.

You used this resource in the ICD-9 coding course. Use the same username and password you used for the ICD-9 course.

Automatically Enrolled Learning Resources

You will be automatically enrolled at the activity level for the following learning resources. Simply click on the links provided in the activities to access the learning materials.

External Learning Environment

The following learning environment will be utilized as the primary learning resource for completion of this course:

- [CPT Coding](#)

This learning environment will contain links at the activity level to the following additional learning resources:

VitalSource E-Texts

The following textbook is available to you as an e-text within the external learning environment. You will be directly linked to the specific readings required within the learning environment activities.

- Gardner, N. (2011). *Billing & coding clear and simple*. Philadelphia, PA: F.A. Davis. ISBN: 9780803617186

Note: This e-text is available to you as part of your program tuition and fees, but you may purchase a hard copy at your own expense through a retailer of your choice. If you choose to do so, please use the ISBN listed to ensure that you receive the correct edition.

Other Learning Resources

You will use the following learning resources for this course.

HCPCS Code List 2012

Access the following file for current HCPCS codes:

- [HCPCS 2012](#)

You will take this list to the competency exam for this course.

AHIMA Virtual Lab Encoder



You may access this resource in two ways:

1. It is linked directly from inside the External Learning Environment
2. The direct link is <http://3m.ahima.org>

Your username is: WGU001

Your password is: AH!MA#14

The password changes every six months; this password is good through August 2012. The new password is always posted in the Documents section of the Health Informatics Learning Community.

You will be using the following two reference e-texts from this site (you will find them in the "References" tab, top left):

- Coders' Desk Reference
- AMA CPT Assistant

CPT Coding Learning Environment

All reading activities, discussion questions, quizzes, and learning resources for this course are found by accessing the CPT Coding learning environment.

Learning Environment

The material for this course of study is housed in a separate learning environment. In this learning resource, you will be able to

- complete the activities and reading assignments,
- complete quizzes, and
- communicate with your mentor and other students.

Once you have completed the material within the learning environment, you should return to this course.

This topic addresses the following competencies:

- **Competency 730.5.1: Current Procedural Terminology (CPT) and the Healthcare Common Procedure Coding System (HCPCS)**
The graduate describes the development, purpose, content of the Current Procedural Terminology (CPT) and the Healthcare Common Procedure Coding Systems (HCPCS) and applies their principles and guidelines.
- **Competency 730.5.2: Current Procedural Terminology (CPT) and Healthcare Common Procedure Coding System (HCPCS) Coding**
The graduate practices correct and precise coding using Current Procedural Terminology (CPT) and Healthcare Common Procedure Coding System (HCPCS) codes.
- **Competency 730.5.3: Data Requirement Definition**



The graduate defines the data requirements needed to support provider reimbursement and articulate the alternative healthcare setting federal legislation prospective payment system in Current Procedural Terminology (CPT) and the Healthcare Common Procedure Coding System (HCPCS) codes.

- **Competency 730.5.4: Evaluation and Management**

The graduate defines the data requirements needed to support the evaluation and management determination in Current Procedural Terminology (CPT).

CPT Coding Environment

Access the learning environment for this course by clicking the following link:

- [CPT Coding](#)

Final Steps

Congratulations on completing the activities in this course! This course has prepared you to complete the assessment associated with this course. If you have not already been directed to complete the assessment, schedule and complete your assessment now.

The WGU Library

The [WGU Library](#) is available online to WGU students 24 hours a day.

For more information about using the WGU Library, view the following videos on [The WGU Channel](#):

- [WGU: Accessing the Library](#)
- [WGU Library: Finding Articles, Books, & E-Reserves](#)

Center for Writing Excellence: The WGU Writing Center

If you need help with any part of the writing or revision process, contact the Center for Writing Excellence (CWE). Whatever your needs—writing anxiety, grammar, general college writing concerns, or even ESL language-related writing issues—the CWE is available to help you. The CWE offers personalized individual sessions and weekly group webinars. For an appointment, please e-mail writingcenter@wgu.edu.

Feedback

WGU values your input! If you have comments, concerns, or suggestions for improvement of this course, please submit your feedback using the following form:

- [Course Feedback](#)

ADA Policy

Western Governors University recognizes and fulfills its obligations under the Americans with



Disabilities Act of 1990 (ADA), the Rehabilitation Act of 1973 and similar state laws. Western Governors University is committed to provide reasonable accommodation(s) to qualified disabled learners in University programs and activities as is required by applicable law(s). ADA Support Services serves as the principal point of contact for students seeking accommodations and can be contacted at ADASupport@wgu.edu. Further information on WGU's ADA policy and process can be viewed in the student handbook at the following link:

- [Policies and Procedures for Students with Disabilities](#)