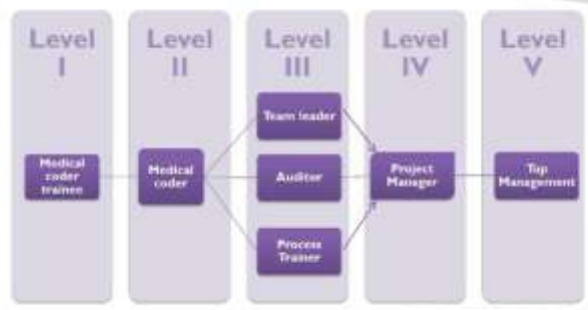




**For Registration Call**  
**8800893636**  
**0124-4546200**

### Medical Coding Career Ladder



## ONLINE CERTIFICATE IN MEDICAL CODING

### ASTRON INSTITUTE OF INTERNATIONAL STUDIES

Corporate Office :

Surya Kiran Complex, Old Mehrauli Gurgaon  
Road, Gurgaon, Haryana (INDIA)-122001

Website : [www.astron.international](http://www.astron.international)



### Benefits to the Individual

- Medical coding and billing is one of the fastest growing healthcare professions in the country and is an excellent opportunity for anyone who wants a stable, well-paying career.
- Position yourself to move into a respected, potentially lucrative medical coder role
- Enhanced capacity to lead and supervise teams.
- Work from Home

### Benefits to the Organisation

- Organisation growth
- Efficient human resource management
- Work efficiently and effectively
- Improved quality of service provider



## About AIIS

Astron Institute of International Studies (AIIS), an academic vertical of Astron Group, Gurgaon, is focused on the intensively growing and continually developing fields of public and community health with emphasis on the underserved section of society at large. It envisions promoting excellence in Healthcare, Research, Education, Training, Skill Enhancement and Consultancy Services. According to National Health Policy 2015 there is a need for planned expansion of allied technical skills including medical and paramedical workforce. AIIS with its Vision and Mission to contribute to the fulfilment of that goal, works towards development of healthcare workforce with specialised skills and knowledge.

## Program Overview

Medical coding is the transformation of healthcare diagnosis, procedures, medical services, and equipment into universal medical alphanumeric codes. The diagnoses and procedure codes are taken from medical record documentation, such as transcription of physician's notes, laboratory and radiologic results, etc. Medical coding professionals help ensure the codes are applied correctly during the medical billing process which includes abstracting the information from documentation, assigning the appropriate codes and creating a claim to be paid by insurance carriers.

## Who is a Medical Coding Technician

Medical coding is the process of assigning standardized numerical codes to patient health care charts. This coded information is used to ensure that insurance companies, government organizations, such as Medicare, and patients alike all receive accurate billing statements for health services performed. Medical coders perform the work of converting diagnostic and procedural information into simplified numerical codes that can be electronically processed for payment by third party payers – Insurance companies and Medicare

## Objectives

1. Organized individual with problem-solving and technical skills looking to secure a position as a Medical Coding Specialist
2. Seeking employment as a Medical Coding Specialist to display exceptional communication, organizational and technical skills.
3. Motivated, hard-working individual with five years of experience in medical coding searching for a Medical Coding Specialist position.
4. Looking for a Medical Coding Specialist position for an individual with two years of experience and excellent problem-solving and communication skills.
5. Searching for an entry level Medical Coding Specialist position that will utilize technical, organizational and communication skills.

## Eligibility Criteria

- \* Minimum eligibility is 10 + 2 from Central or State board with Science Stream

## Program Duration

Duration	Certification
6 Month (3 month online classes + 3 month Hospital Training)	* Astron Institute of International Studies (AIIS)

## Contents

- \* Introduction To Medical Coding
- \* Introduction To Medical Terminology
- \* Medical Terminology: Dividing And Combining Terms
- \* Medical Terminology: Abbreviations, Symbols And Special Terms
- \* Documenting Medical Records
- \* Medical Ethics
- \* Diagnostic Coding
- \* International Classification Of Diseases And Related Health Problems – Medical Coding
- \* Structure Of ICD-10, Volume 1 To 3 And Basic Coding Guidelines & Practical Exercises Use Of ICD-10
- \* ICD-10-Cm Diagnosis Coding: Guidelines And Rules

## Course Highlights

- Program pedagogy which includes Webinar, Student Faculty Chat by Subject Experts and Project Work.
- Reference subject through E-library.
- Program materials developed by Experts.
- Each block culminating into a qualifying Assignment.
- Credit based teaching outcomes for global application