

# HEALTH INFORMATION MANAGEMENT AND INSURANCE BILLING

## EVANS

COMMUNITY ADULT SCHOOL

717 N. Figueroa St.

Los Angeles 90012

(213) 626-7151

evansla.org

**BEGIN CLASSES  
NOW!**

### *Possible Careers:*

**Healthcare  
Administrator |  
Insurance Biller |  
Medical Coder |  
Health Information  
Clerk |  
Claims Processor |  
Healthcare Records  
Coordinator |  
Insurance Sales Agent |  
Patient Coordinator |  
And more!**

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### *COURSE DESCRIPTION*

This program introduces students to the language of healthcare (terminology), healthcare administration, customer relations, appointment scheduling, minor accounting, chart noting and correspondence, protected health information standards, phone etiquette, paper and electronic health records, insurance cover-age options, computerized billing and insurance coding **through workplace simulations.**

### **PREREQUISITES:**

Employment-level competency in reading, written/oral communications, and math

### **COURSES:**

HIT 1: Terminology  
HIT 2: EHR & Fling  
HIT 3: Insurance/Billing  
HIT 4: Diagnostic Coding  
HIT 5: Ambulatory Coding

### **PROGRAM COST:**

Each Course: \$100\*  
Textbooks: \$50-\$100/ea\*\*

\* Total cost dependent upon career goal.

**Classes:  
Monday-Friday  
8:00 am - 12:15 pm**



All educational opportunities are available without regard to race, color, national origin, gender, age, disability or sexual orientation.