

Medical Office Policy and Procedure Manual

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Medical Office Manual

Brenda A. Potter

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Workbook for Insurance Handbook for the Medical Office - E-Book Marilyn Fordney, 2014-12-23 Gain real world practice in insurance billing and coding Corresponding to the chapters in Fordney's Insurance Handbook for the Medical Office 13th Edition this workbook provides realistic hands on exercises that help you apply concepts and develop critical thinking skills Study tools include chapter overviews key terms chapter review exercises and case study assignments Key terms and abbreviations lists at the beginning of each chapter provide a guick reference to the health insurance terminology you need to know Critical thinking assignments help you connect theory to practice with real world scenarios Self study exercises including matching true false multiple choice mix and match and fill in the blank questions help you practice important concepts Performance objectives make learning easy by highlighting what you need to accomplish in each chapter Study outlines focus your review by listing key points for each chapter UPDATED content reflects changes in the text ensuring you have the latest guidelines and regulations for medical insurance billing and coding available UPDATED coverage of key health insurance topics includes HIPAA compliance the HITECH Act health reform of 2010 electronic health records NUCC standards Physician Quality Reporting System PQRS Incentive Program meaningful use and CPT 2013 NEW CMS 1500 02 12 claim form includes block by block explanations and examples UPDATED ICD 10 coding information prepares you for the ICD 10 transition UPDATED self assessment guizzes on Evolve test your knowledge of the material in each chapter UPDATED guidelines for the filing and submission of electronic claims include sample screenshots preparing you for the future of the medical office Insurance Handbook for the Medical Office Marilyn Fordney, 2013-01-01 A complete guide to insurance billing and coding Insurance Handbook for the Medical Office 13th Edition covers all the plans that are most commonly encountered in clinics and physicians offices Its emphasis on the role of the medical insurance specialist includes areas such as diagnostic coding procedural coding Medicare HIPAA and bill collection strategies Learning to fill in the claim form accurately is made easier by the use of icons for different types of payers lists of key abbreviations and numerous practice exercises This edition provides the latest on hot topics such as ICD 10 healthcare reform the new CMS 1500 form and electronic claims Trusted for more than 30 years this proven reference from Marilyn Fordney prepares you to succeed as a medical insurance professional in any outpatient setting Emphasis on the business of running a medical office highlights the importance of the medical insurance specialist in filing clean claims solving problems and collecting overdue payments Key terms and key abbreviations are defined and emphasized reinforcing your understanding of new concepts and terminology Detailed tables boxes and illustrations call out key points and main ideas Unique Color coded icons clarify information rules and regulations for different payers An Evolve companion website enhances learning with performance checklists self assessment guizzes and the Student Software Challenge featuring cases for different payer types and an interactive CMS 1500 form to fill in A workbook contains learning tips practice exercises for key terms and

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