



## **Medical Billing: Certified Professional Coder Exam Preparation Course**

### **Frequently Asked Questions**

**1. How long does it take to complete this course?**

On average, it takes 20-24 weeks to complete this course. There are a total of 20 learning modules with 2-2.5 hours of online instruction and 1-3 hours of homework per week. You can see each topic [here](#). We recommend learners aim to complete one module per week & plan for a few weeks of study prior to the exam.

**2. What is the format of this course?**

The course is online and self-paced, allowing learners to go at their own pace and schedule. There is a combination of pre-recorded video content, assignments, and post-tests to validate knowledge. There is a mid-term (modules 1-10, 75 questions) and a final practice exam (150 questions).

While there is no live instruction or meeting in-person for class, learners can connect directly with instructors by phone, email or through an appointment (in-person at their office in Littleton, Colorado or virtually).

**3. What are the dates of the course?**

This course has a rolling start period. Due to the online and self-paced structure of the course, not everyone is required to begin on the same day. Access to the course opens on a specific date in October, but learners can enroll and *start* the course between October and April. Regardless of start date, learners have access to the course content for one year from their enrollment date (or when the course opens for access, whichever is later).

**4. When can I enroll?**

Enrollment opens on our website in late April each year. However, the course does not open for learning **access** online until the beginning of October. See #3 (*What are the dates of the course*) for more information.

**5. How will I access the online course?**

Course content is delivered through the university's Learning Management System (LMS), Canvas. You can learn more about Canvas [here](#).

**6. What additional materials are required for this course?**

Learners are required to purchase books and American Academy of Professional Coders' (AAPC) membership. The cost of the CPC exam is separate and not required to complete the course.

Please note, you must be an AAPC member to take the exam. Books and membership prices are set by AAPC & subject to change.

For reference, the 2025 Exam Book Bundle: Books (\$244.99 AAPC Members; \$269.99 Non-Members); AAPC Membership (\$210.00) and Exam (\$399.00). More information can be found on the [AAPC website](#).

\* Once you enroll, our instructor will reach out to discuss required books so you can ensure purchase of the correct materials. You will not need materials until Module 3 of the course.

### **7. How long will I have access to the course?**

Learners have access to the course in Canvas for one year starting from the date of enrollment or the course opening date, whichever is later.

For example, Learner “A” enrolls on 6/10/2024 for the 2024-25 course that opens on 10/7/2024. This learner will have access until 10/6/2025. Learner “B” enrolls on 11/1/2024 for the 2024-25 course. This learner will have access until 10/31/2025.

### **8. Are there any pre-requisites for this course?**

There are no prior requirements that you need to meet before enrolling in the course. You do not need experience in the medical field to succeed in the course.

However, there are some considerations to keep in mind as you make the decision to pursue this course. You will need access to internet and a computer, and should feel comfortable navigating an online, self-paced course.

### **9. Why does the course open in October?**

This course is offered once per year. While our programs don’t specifically align to a traditional academic calendar, our decision to open the course each October is informed by the academic cycle.

### **10. Who teaches this course?**

This course is offered in partnership with [Physicians’ Ally](#). The instructors for the course are Marcia L. Brauchler and Melissa McHugh, experts in the field of certified medical coding.

### **11. Do you have scholarships or payment plans available?**

As a non-credit course, this course is not eligible for federal financial aid, and there are no scholarship funds or payment plans available at this time. The course must be paid in full at the time of enrollment.

However, the following discounts are available, and can be entered during the checkout process:

- DU Affiliates (alumni, faculty, staff) and Military: 10% off - code: **CPDDU10**
- Students (does not have to be DU specific): 15% off - code: **CPDDU15**

In addition, the rolling enrollment model allows learners a large window of time to enroll and begin the course, which we hope provides time to save funds for course tuition.

**12. Will there be other learners in the course at the same time as me?**

Yes, you will likely “see” other learners in the course in Canvas (the university’s online learning management system). However, everyone will be progressing at their own pace and all work will be completed individually.

**13. Will I receive a grade or academic credit for the course?**

No, there are no grades, and no academic credit is awarded as a result of completing this course. This is a non-credit course to prepare learners to sit for the CPC certification exam and work in the in-demand field of medical coding.

**14. Can I see a copy of the syllabus?**

Yes! Please view [here](#).

**15. Will you help me with job placement after I have completed this course?**

There are no job placement services or employment guarantees for those who complete the course. However, our partner, Physicians’ Ally, is an expert in the field and instructors can provide some general guidance about where one might look for opportunities.

**16. Will I be certified professional coder (CPC) after I complete this course?**

No. This course is meant to provide comprehensive preparation for those who will sit for the CPC certification exam.