



HITT 1441 Coding and Classification Systems

Course Syllabus: Fall 2026

"Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed."

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Weekday	Office Hours
Monday	Online- By Appointment
Tuesday	Online- By Appointment
Wednesday	Online- By Appointment
Thursday	Online- By Appointment
Friday	Online- By Appointment

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description:

This course provides a comprehensive introduction to the fundamentals of medical diagnostic coding using the **ICD-10-CM (International Classification of Diseases, 10th Revision, Clinical Modification)** clinical classification system. Students will explore the essential coding rules, conventions, and guidelines that form the foundation of accurate and compliant diagnostic coding in today's healthcare environment.

Throughout the course, students will gain a thorough understanding of the history, structure, and purpose of the ICD coding system — from its origins as a global classification tool to its current role as a critical component of healthcare documentation, reimbursement, data reporting, and public health tracking. Emphasis will be placed on developing the analytical and critical-thinking skills necessary to accurately interpret medical documentation and assign appropriate ICD-10-CM diagnostic codes.

Through a combination of course materials, hands-on coding exercises, case studies, and chapter-based assessments, students will build a strong working knowledge of the ICD-10-CM code set, including its organization, formatting conventions, instructional notations, and official coding guidelines. By the end of this course, students will be equipped with the foundational skills needed to pursue further study in medical coding and to contribute to the accuracy and integrity of health information systems.

Prerequisite(s): N/A

Student Learning Outcomes:

Upon successful completion of this course, the student should be able to:

1. Define key terms related to each chapter.

2. Discuss and explain the purpose, development, and sections relating to current diagnostic terminology (ICD-10-CM) coding.
3. Describe the development and history of the International Classification of Diseases (ICD) coding system.
4. Identify the structure of the ICD-10-CM diagnostic code
5. List and explain the purpose of placeholders and extensions in ICD-10-CM
6. Define the purpose of ICD-10-CM coding conventions and how they are used
7. Correctly use and assign ICD-10-CM codes to cases.
8. Complete the objectives for each chapter covered in this course.

Evaluation/Grading Policy:

The breakdown of the course requirements is as follows:

%	Requirement
20%	Discussions
20%	Chapter Assignments
25%	Chapter Quizzes
35%	Final Coding Exam

Semester grades will be earned as follows:

Percentage	Letter Grade
90% and above	A
80%–89%	B
75%–79%	C
74% and below	F

A minimum of a “C” is required to pass this course.

All weekly coursework is due on Sunday (Day 7) at 11:59 p.m.

Grades will be posted online under the **Gradebook** tab in Blackboard. Grades will typically be posted within one week of the assignment due date. For example, if your assignment is due on Sunday (Day 7) of week 3, you should receive grades on that assignment by Sunday of Week 4.

I will log into the course several times throughout the week to monitor both the **Open Discussion Forum** and the **Weekly Discussion** thread. Feedback on your weekly discussions will be provided using the discussion rubric when your discussion participation is graded. You can review this feedback by clicking the rubric icon located next to each gradebook entry for the weekly discussion assignments.

Late Work is not accepted except in cases of unforeseen circumstances, such as a death in the immediate family, hospitalization, or other serious family emergencies. In these situations, please contact me as soon as possible to discuss the possibility of an extension. Technology issues are not considered a valid reason for missing assignment deadlines.

If you would like specific feedback regarding grades or assignments, please contact me via **NTCC Email** or through **Messages** in Blackboard. If you have a general question that may benefit the entire class, please post it in the **Open Discussion Forum** at the beginning of the course.

I strongly encourage and welcome your questions whenever you need further clarification on assignments, feedback, or course expectations.

Required Instructional Materials:

Textbook: *Understanding ICD-10-CM and ICD-10-PCS: A worktext* (10th ed.). [Cengage Learning](#).

Course Materials and Assignments:

Each weekly module includes assignments that must be completed in Cengage's **MindTap** Learning Platform. To access **MindTap**, simply click on any of the reading or assignment links located in each weekly module. You will need to purchase unlimited access through Cengage. This will allow you access to many of your textbooks for the duration of the Medical Coding program. You will need to create a student account the first time you access your **MindTap** exercises.

Optional Instructional Materials:

N/A

Minimum Technology Requirements:

Students enrolled in this course should have regular access to the following technology resources to successfully participate in course activities and complete assignments in Blackboard:

- A reliable computer or laptop capable of accessing Blackboard and course materials
- A stable internet connection
- An updated web browser such as Google Chrome, Mozilla Firefox, Microsoft Edge, or Safari
- Microsoft Office or compatible software for creating and submitting documents (Word, PowerPoint, Excel, and PDF files)

- Access to NTCC Email and Blackboard Messages for course communication
- Speakers or headphones for viewing multimedia content, if applicable
- The ability to upload and download files within Blackboard

NTCC Computer Services recommends obtaining a Windows 11 PC with the following specifications:

1. i5 core processor
2. 8 GB of Ram
3. 256 GB solid state drive (SSD)

**** Chromebooks and tablets/mobile devices are not recommended for completing your class work. ****

If you have issues regarding connectivity, please contact NTCC's IT Helpdesk for help. Information regarding technology requirements can be found under the **"Technical Requirements and Course Navigation"** in the "START HERE" folder. If you have problems with connectivity, please contact NTCC tech support.

Required Computer Literacy Skills:

Students enrolled in this course should possess the following skills to successfully participate in and complete course requirements:

- Navigate and use the Blackboard Learn learning management system, including accessing course materials, announcements, grades, and assignments.
- Use NTCC email and course messaging tools to communicate with the instructor and classmates.
- Submit assignments electronically through Blackboard, including uploading files in commonly used formats such as Microsoft Word, PDF, or PowerPoint.
- Create, save, rename, organize, and locate electronic files on a computer or cloud-based storage system.
- Participate in online discussion forums by creating original discussion posts and replying to classmates.
- Use word processing software such as Microsoft Word (preferred) to create and format written assignments and papers.
- Apply basic formatting skills in written documents, including headings, spacing, margins, page numbers, citations, and file conversion to PDF when required.
- Conduct basic internet searches and access online academic resources.
- Download and install required software, web browsers, plugins, or applications when needed for course participation.
- Maintain reliable internet access and regularly monitor course announcements, feedback, and grades.
- Troubleshoot basic technical issues, such as browser compatibility, clearing cache/cookies, or restarting applications/devices when needed.

Course Structure and Overview:

The instructional methods and tools are tied to the course and chapter learning objectives by allowing the student to research, discover, and perform the differing coding exercises and class

discussion forums. This course uses the following tools to aid students in successfully achieving the learning objectives in this course:

1. Weekly assignments and coding scenarios.
2. Weekly discussion questions.

Along with your textbook for this course, additional course materials, if needed, will be provided by the instructor. You are also expected to use the Internet for additional research to enhance your discussions and assignments. There are several types of assignments that will be required to be completed during this course:

Discussion Questions (DQs): You will have one DQ due each week that is worth 10 points. Grading is based on the **DQ Rubric** located in the “START HERE” module on the main content page of the course. Please post your initial response by Day 3 (Wednesday) of each week, and at least one peer response by Day 7 (Sunday). You must post at least twice to receive full credit for participation. Minimum word count for your initial posting is 50 words and minimum word count for peer responses is 25 words.

Discussion posts should be thoughtful and engaged with the content by offering insight or asking questions related to the topic. Posts are expected to be well-researched, add value to the discussion, and demonstrate critical thinking.

Please note that grading will include evaluation of grammar, spelling, punctuation, and overall written communication. Proper use of citations and references is also required. Guidance on APA (preferred) formatting is available in the **START HERE** module; however, MLA formatting is also acceptable if you are more comfortable with it. **All discussion posts must include appropriate cited and referenced material.**

Chapter Assignments and Quizzes: Assigned Chapter Assignments and Quizzes are due by Sunday (Day 7) at 11:59 pm each week.

Assignments and Quizzes will be given each week and will cover material from the textbook, class discussions, and any additional resources provided by the instructor. If changes are made to the **Course Schedule**, they will be announced in the **Announcements** section of Blackboard. All assignment due dates are listed in the course schedule and within the description of each assignment in the weekly learning module.

If you have a conflict with an assignment due date, it is **your responsibility** to contact me before the due date to discuss alternate submission arrangements. Failure to do so may result in a grade of zero for the assignment. It is also your responsibility to ensure that assignments are submitted on or before the due date.

Final Coding Exam: The final exam will be administered in week 15 of the term. The final exam will be available Monday, November 30th at 12:00 a.m. through 11:59 pm on Friday, December 4, 2025. **There is NO MAKE UP for the final exam.**

Communications:

Since this is an online course and we do not interact face-to-face, **good communication within the online environment is essential.** Please read “The Core Rules of Netiquette” posted the under **START COURSE HERE** module.

If you have any questions regarding the course content or questions related specifically to the class, please post them in the **Open Discussion Forum** at the beginning of the course. Please take advantage of this forum as all students may benefit from your insight.

If you have a personal question or situation, please email me directly. I make it a policy to answer all emails within **24 hours** of receipt of the email. If I do not respond to you in that time frame, you may call or text me. As with all electronic transfer of information (Internet connection issues), I may not have received your email, so please take that into consideration. I will also log into our classroom frequently each week. If for any reason I will be unavailable or need to update the class with any changes during the semester, I will post an announcement in Blackboard that will display the next time you enter the course. Blackboard will require you to read all announcements before moving forward.

It is important to always check your **Messages, Announcements**, and the **Open Discussion Forum** each time you check into the classroom. One of your classmates may have posted feedback or insights that are helpful to you, or I may have provided general information to assist you with your work.

Private messaging and email between the student and instructor should only be used for personal, confidential situations. Any communication regarding a personal matter should be sent directly to the instructor **via NTCC e-mail**. No communications of a private or personal matter should be posted in the public spaces of the classroom.

You may also use the **Open Discussion Forum** to initiate and participate in conversations that are not directly related to the course. This is a great opportunity to get to know your classmates and exchange information, ideas, and insights with others.

Institutional/Course Policy:

Drop Policy:

The last day to drop with a grade of “W” is **November 17, 2026**. The instructor will **not** drop students from the course rolls for any reason. If the student decides not to complete the course, it is the responsibility of the student to officially drop the course through the Registrar’s office. Failure to do so will result in an “F” being awarded in the course.

Attendance:

This is an online course – there is no on-campus attendance for this course. Attendance is not recorded for this class, but it is recommended that you log-on to your classroom at least once daily to ensure you are aware of announcements, assignments, discussions, and testing. The course week begins on Monday (Day 1) at 12:01am and ends on Sunday (Day 7) at 12:00 midnight.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements:

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate

schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

Statement Regarding the Use of Artificial Intelligence (AI) Technology:

Employees and students shall be permitted to explore artificial intelligence (AI) and implement its use in and out of the classroom in accordance with policy and administrative regulations. The use of AI shall only be as a support tool to enhance student outcomes or as necessary to engage in research and shall never take the place of faculty, staff, and student decision-making. Any use of AI must comply with law, policy, and administrative regulations relating to student and employee privacy and data security. A student shall only use AI tools with faculty permission and shall be expected to produce original work and properly credit sources, including AI tools used in creating the work.

Example:

APA (7th edition)

OpenAI. (2026). ChatGPT (March 25 version) [Large language model]. <https://chat.openai.com/>

MLA (9th edition)

OpenAI. ChatGPT. 25 Mar. 2026, <https://chat.openai.com/>.

Employees or students who use AI tools to deceptively harm, bully, or harass others shall be disciplined in accordance with policy. [See DH, DIA series, FFD series, FFE, FLB, and the FM series] AI Use by Employees and Students. Northeast Texas Community College 225500 TECHNOLOGY RESOURCES CRB ARTIFICIAL INTELLIGENCE (LOCAL) DATE ISSUED: 12/8/2025 1 of 1 UPDATE 50 CRB(LOCAL)-AJC Adopted: 12/16/2025

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodation for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodation as required to afford equal educational opportunity. It is the student's responsibility to request accommodation. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Schedule:

Week	Assignments & Activities	Start Date	Due Date
Week 1	• Read Chapter 1 • Class Introductions Discussion • Student Contract • Post to Week 1 Discussion • Complete Week 1 Assignment & Quiz	Aug 24 th	Aug 30 th
Week 2	• Read Chapters 2 & 3 • Post to Week 2 Discussion • Complete Week 2 Assignments & Quizzes	August 31 st	Sept 6 th
Week 3	• Read Chapters 4 & 5 • Post to Week 3 Discussion • Complete Week 3 Assignments & Quizzes	Sept 7 th	Sept 13 th
Week 4	• Read Chapter 6 • Post to Week 4 Discussion • Complete Week 4 Assignment & Quiz	Sept 14 th	Sept 20 th
Week 5	• Read Chapters 7 • Post to Week 5 Discussion • Complete Week 5 Assignment & Quiz	Sept 21 st	Sept 27 th
Week 6	• Read Chapters 9 & 11 • Post to Week 6 Discussion • Complete Week 6 Assignments & Quizzes	Sept 28 th	Oct 4 th
Week 7	• Read Chapters 12 • Post to Week 7 Discussion • Complete Week 7 Assignment & Quiz	Oct 5 th	Oct 11 th

Week 8	• Read Chapters 14 & 15 • Post to Week 8 Discussion • Complete Week 8 Assignments & Quizzes	Oct 12 th	Oct 18 th
Week 9	• Read Chapters 16 • Post to Week 9 Discussion* • Complete Week 9 Assignment & Quiz	Oct 19 th	Oct 25 th
Week 10	• Read Chapters 17 & 18 • Post to Week 10 Discussion • Complete Week 10 Assignments & Quizzes	Oct 26 th	Nov 1 st
Week 11	• Read Chapter 19 • Post to Week 11 Discussion • Complete Week 11 Assignment & Quiz	Nov 2 nd	Nov 8 th
Week 12	• Read Chapter 20 & 21 • Post to Week 12 Discussion • Complete Week 12 Assignments & Quizzes	Nov 9 th	Nov 15 th
Week 13	• Read Chapter 24 • Post to Week 13 Discussion • Complete Week 13 Assignment & Quiz	Nov 16 th	Nov 22 nd
Week 14	• Read Chapter 25 • Post to Week 14 Discussion • Complete Week 14 Assignment & Quiz	Nov 23 rd	Nov 29 th
Week 15	• Final Exam	Nov 30 th	Dec 4 th

Chapter Objectives

Chapter 1

1. Describe the purpose of coding.
2. Explain the development of the ICD classification system.
3. Discuss the standards mandated by the Health Insurance Portability and Accountability Act of 1996.
4. Describe professional associations with reference to their certifications, requirements, and purpose.
5. Identify the employment opportunities for coders.

Chapter 2

1. Explain the basic structure and components of the ICD-10-CM coding book.
2. Distinguish between the two ways chapters are organized in the Tabular List of Diseases and Injuries.
3. Identify the chapters of the Tabular List of Diseases and Injuries to which a code

corresponds.

Chapter 3

1. Describe the medical documentation that must be present to select an ICD-10-CM code.
2. Identify and select main terms that are referenced in the Alphabetic Index.
3. Identify modifying terms in a diagnosis statement.
4. Summarize the steps in coding.
5. Identify the ICD-10-CM Official Guidelines for Coding and Reporting that impact the steps a coder follows when selecting diagnosis codes.

Chapter 4

1. Describe the medical documentation that must be present to select an ICD-10-CM code.
2. Identify and select main terms that are referenced in the Alphabetic Index.
3. Identify modifying terms in a diagnosis statement.
4. Summarize the steps in coding.
5. Identify the ICD-10-CM Official Guidelines for Coding and Reporting that impact the steps a coder follows when selecting diagnosis codes.

Chapter 5

1. List the Cooperating Parties for ICD-10-CM.
2. Explain the purpose of the ICD-10-CM Official Guidelines for Coding and Reporting.
3. Identify the four sections of the ICD-10-CM Official Guidelines for Coding and Reporting.
4. Explain the differences between the guidelines for inpatient versus outpatient and physician office visits.
5. Summarize the guidelines for the sequencing of diagnostic codes.

Chapter 6

1. Identify infectious and parasitic diseases.
2. Identify clinical tests used to diagnose diseases.
3. Explain single-code, combination-code, and dual-code assignment.
4. Summarize the coding of symptomatic and asymptomatic cases of HIV.
5. Identify and code the types of hepatitis.
6. Accurately code infectious and parasitic diseases.
7. Select and code diagnoses from case studies.

Chapter 7

1. Identify the groups of neoplasms classified in ICD-10-CM.
2. Identify a neoplasm as benign or malignant based on the term used.
3. Apply coding guidelines that relate to neoplasms to select and/or sequence ICD-10-CM codes.

4. Select and code diagnoses from case studies.
5. Define key terms and definitions related to this chapter

Chapter 9

1. Explain how hormones impact functions within the body.
2. Distinguish between the different types of diabetes and select ICD-10-CM codes for the various types of diabetes.
3. Interpret the ICD-10-CM coding guidelines that apply to endocrine, nutritional, and metabolic diseases.
4. Accurately code endocrine, nutritional, and metabolic diseases.
5. Select and code diagnoses from case studies.
6. Define key terms and definitions related to this chapter

Chapter 11

1. Identify the major structures of the nervous system.
2. Explain conditions that involve the nervous system.
3. Apply the ICD-10-CM coding guidelines to accurately code diseases of the nervous system.
4. Select and code diagnoses from case studies.
5. Define key terms and definitions related to this chapter

Chapter 12

1. Identify the major structures of the eye and adnexa.
2. Explain disorders that impact the eye and adnexa.
3. Interpret abbreviations that apply to disorders of the eye and adnexa.
4. Apply ICD-10-CM coding guidelines to accurately code disorders of the eye and adnexa.
5. Select and code diagnoses from case studies.
6. Define key terms and definitions related to this chapter

Chapter 14

1. Identify the structures and function of the circulatory system.
2. Explain diseases of the circulatory system.
3. Apply the ICD-10-CM coding guidelines to accurately code diseases of the circulatory system.
4. List the types of hypertension and select codes for the various types of hypertension.
5. Select and code diagnoses from case studies.
6. Define key terms and definitions related to this chapter

Chapter 15

1. Identify the major functions and structures of the respiratory system.
2. Explain the diseases and conditions that impact the respiratory system.
3. Summarize coding guidelines for diseases of the respiratory system.
4. Apply ICD-10-CM coding guidelines to accurately code conditions and diseases of

the respiratory system.

5. Select and code diagnoses from case studies.
6. Define key terms and definitions related to this chapter

Chapter 16

1. Identify anatomical structures and functions of the digestive system.
2. Explain conditions that are related to the digestive system.
3. Accurately code diagnoses of the digestive system.
4. Select and code diagnoses from case studies.
5. Define key terms and definitions related to this chapter

Chapter 17

1. Identify and name the layers of the skin.
2. Explain the diseases and conditions that impact the skin and subcutaneous tissue.
3. Interpret the ICD-10-CM coding guidelines that apply to diseases of the skin and subcutaneous tissue.
4. Apply the ICD-10-CM coding guidelines to accurately code diseases of the skin and subcutaneous tissue.
5. Select and code diagnoses and procedures from case studies.
6. Define key terms and definitions related to this chapter

Chapter 18

1. Identify the anatomical structures of the musculoskeletal system.
2. Explain the conditions and disorders that affect the musculoskeletal system.
3. Interpret the ICD-10-CM coding guidelines related to the conditions of the musculoskeletal system.
4. Apply the ICD-10-CM coding guidelines to accurately code diseases of the musculoskeletal system and connective tissue.
5. Select and code diagnoses from case studies.
6. Define key terms and definitions related to this chapter

Chapter 19

1. Identify the anatomical structures and functions of the urinary system.
2. Identify the anatomical structures of the male and female genital tracts.
3. Explain the conditions related to the genitourinary system.
4. Apply the ICD-10-CM coding guidelines to accurately code diseases of the genitourinary system.
5. Select and code diagnoses from case studies.
6. Define key terms and definitions related to this chapter

Chapter 20

1. Identify the terminology related to pregnancy.
2. Explain the complications encountered during pregnancy and how they affect code assignment.
3. Apply the ICD-10-CM coding guidelines to accurately code conditions during pregnancy, childbirth, and the puerperium.

4. Select the final character indicating the trimester of pregnancy.
5. Select and code diagnoses from case studies.
6. Define key terms and definitions related to this chapter

Chapter 21

1. Describe how perinatal conditions of the mother affect the fetus or newborn and code assignment.
2. Define perinatal conditions and terms used that relate to the perinatal period.
3. Apply the ICD-10-CM coding guidelines to accurately code conditions originating in the perinatal period.
4. Select and code diagnoses from case studies.
5. Define key terms and definitions related to this chapter

Chapter 24

1. Identify the organizational structure of Chapter 19 of ICD-10-CM and related tables.
2. Explain the various types of fractures.
3. Define medical terms that relate to Chapter 19 of ICD-10-CM.
4. Apply the ICD-10-CM coding guidelines to accurately code injuries, poisonings, and other consequences of external causes.
5. Select and code diagnoses from case studies.
6. Define key terms and definitions related to this chapter

Chapter 25

1. Define “external cause” code categories and terms and when a code is appropriately assigned.
2. Sequence V, W, X, and Y codes.
3. Apply relevant ICD-10-CM coding guidelines to accurately code external causes of morbidity.
4. Select and code V, W, X, or Y codes for case studies.
5. Define key terms and definitions related to this chapter