



2025 Advising Guide

Clackamas Community College – Health Sciences Department
Harmony Campus, Harmony East 3rd Floor
Phone: 503-594-6589; Email: healthsciences@clackamas.edu
[Health Sciences Webpage](#)
Medical Billing and Coding Program Webpage

Medical Billing and Coding - Clackamas Community College Harmony Campus, Milwaukie, OR

In order to be considered for formal program admittance, students must complete a series of prerequisite courses prior to the application closing. The Medical Billing and Coding Program accepts 24 students per cohort and classes start in Winter term and are offered remotely and online.

Students may apply while taking pre-requisite courses during Fall term, however, their application status will be 'conditionally accepted' and student will be placed on a waiting list. Any student who completes pre-requisites during Fall term and are conditionally accepted will be placed in a lottery to fill any remaining open program seats.

If you have questions regarding the information, dates and or process below, please contact healthsciences@clackamas.edu

Application Deadlines and Dates

Application Opens:	August 1 st
Notification of Application Status: You will be notified of your application status (e.g., conditionally accepted or waitlisted) within 14 days of completing your application.	
Application Closes:	November 1 st
Mandatory Orientation for Conditionally Accepted Students:	November 5 TH from 6pm-8pm

Program Starts in Winter 2025

Prerequisite Courses (Must be taken prior to the start of the program with a "C" or better)

WR-121Z English Composition -or- WR-101 Workplace Writing

HP-110 Medical Terminology

BI-120 Intro to Human Anatomy & Physiology – or- BI-231, BI-232, & BI-233

Additional Courses (*Note: courses may be taken at any time; however, students must complete the below courses in order to earn 1-year certificate in MBC. It is recommended that you take these courses prior to enrollment in the MBC Program).

*MTH-060 Algebra 1 -or- MTH-098 College Math Foundations

*BA-131 Introduction to Business Computing

*COMM-218Z Interpersonal Communication

Student Success with Online Courses

The MBC Program is designed for online and remote learning. The online courses require students to have strong computer skills (examples below):

- using Microsoft Word, Excel, and PowerPoint, and Google Docs;
- saving and uploading documents;
- using email, and avoiding phishing attempts;
- attaching documents to emails;
- navigating the Internet; recognizing credible, safe information;
- searching for career and job information;
- understanding the impact of your digital footprint;

Although not required, we encourage students to prepare for online course navigation by completing the following free preparatory courses:

Computer and digital literacy - <https://libguides.clackamas.edu/northstar>

Moodle 101 – [link to register](#)

Medical Billing and Coding Application Steps

Step 1: Review all information provided on the website before completing this form. Website information link: [Medical Billing and Coding Program](#)

*Website information includes: Advising Guide, FAQ, Schedule, Costs, Supplies, Advising Information

Step 2: Meet with a Health Sciences Program Academic Advisor prior to completing the program application. They will assist you with building an academic plan and ensure you have met all of the eligibility requirements prior to applying.

Website link to schedule appointment: [Advising Appointment](#)

- Tracy Pantano-Rumsey: tracy.pantanorumsey@clackamas.edu
- Phil Reid: philir@clackamas.edu

Step 3: Submit program application.

Application Link:

Program Contacts

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Allied Health Admissions – please send unofficial transcripts to:
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