

ABILENE CHRISTIAN UNIVERSITY



Medical Billing Certificate

COLLEGE OF LEADERSHIP AND
PROFESSIONAL STUDIES

100% ONLINE

18
CREDIT
HOURS

Admission Requirements:

- Complete the online program application accompanied by a non-refundable processing fee.
- Submit official high school with a minimum 2.5 GPA or college transcripts with a minimum 2.0 GPA.

Students are not required to submit ACT or SAT test scores.

Cost:

- Per Credit: \$395
- Per Credit: \$1,185
- Total Tuition: \$7,110
- Total Tuition + Fees: \$8,970



Timeline: 6-12 Months

Job Outlook in Texas:

48,043 Jobs

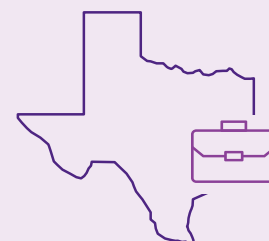
in 2025*

+2.7%

Employment Growth (2025-2026)

\$44,600 *per year*

Median Earnings



*Filtered by the proportion of the national workforce in these occupations with Undergraduate Certificate. Source Lightcast 2026.



Required Curriculum:

HCAD 201: Introduction to Health Service Administration

A general introduction of the structure and operations of patient care organizations with a focus on management and leadership theory and a general overview of healthcare venues, administration, and operations practices.

KINO 302: Medical Terminology

This course is designed to acquaint the student with the language of the medical field, including word roots, prefixes and suffixes. The terminology will be specific to each system of the body. The course is presented in an electronic format using online technology.

HCAD 352: Foundations of Medical Billing & Patient Access

Introduces students to industry fundamentals, insurance models, data capture, and core coding systems ICD-10-CM, CPT®, and HCPCS Level II. Students will gain knowledge of medical necessity and documentation standards. Central to this course is an intensive focus on regulatory and compliance standards.

HCAD 354: Advanced Medical Billing & Reimbursement Strategies

This course builds on foundational knowledge in medical billing. Students will analyze the entire revenue cycle, study billing workflows, and learn how to optimize financial performance. Emphasis is placed on the unique requirements of government programs and commercial insurance carriers, with a focus on regulatory compliance.

HCAD 356: Career Development for Medical Billing Professionals

Navigate the landscape of medical billing careers while refining strategies for a targeted job search. Topics include conducting job market research, optimizing resumes and interview skills, and developing effective networking techniques. Additional focus will include exam review preparation for the Certified Professional Biller (CPB®)

Choose 6 hours from the following courses:

HCAD 111: Introduction to Health Professions

This course introduces the wide range of clinical and non-clinical professions necessary for a comprehensive understanding of healthcare delivery. Topics include education and licensing requirements, overview of various healthcare settings, and considerations for the future healthcare workforce.

HCAD 287: Healthcare Personnel and Interdisciplinary Team Leadership

Introduces students to the essential role of human resources management within healthcare organizations. Serves as a foundation for all aspects of human resources planning, development, and administration, with an emphasis on the unique requirements related to healthcare personnel and interdisciplinary team leadership.

HCAD 327: Innovations & Trends in Healthcare

Introduces current trends and opportunities throughout the healthcare industry. Topics include the role of information technology, trends in reimbursement, innovative approaches to delivery, and other components that influence patient care.

HCAD 365: Healthcare Financial Analysis

Introduction to economic and financial concepts unique to healthcare. Examines the significance of economics in healthcare decisions. Analyzes various finance concepts such as: budgetary, financial management, and cost accounting to demonstrate operations and decision making under cost constraints often seen in competitive healthcare markets.

HCAD 422: Ethical Implications of Healthcare Policies and Regulation

Students utilize an ethical perspective to consider health policy, regulations, and current reforms in healthcare.