



Santiago Canyon College

DIVISION OF CONTINUING EDUCATION

What happens here matters.

Orange Education Center • 1465 N. Batavia St. • Orange, CA 92867 • 714-628-5900 • Fax: 714-434-7920 • sccollege.edu/OEC

Career Technical Education Certificate of Completion

Medical Billing

- Average Hourly Wage \$15.18
- Annual California Job Openings through 2018: Over 2,600



The Medical Billing certificate program is designed to give students the necessary knowledge and skills to hold a medical biller position. Students gain practical experience using computers and patient biller software, become familiar with the rules and guidelines of health care plans in order to submit proper documentation for appropriate reimbursement of services rendered, and acquire the necessary customer service skills to succeed in this field.

To register or for additional information regarding class dates, times and locations, call or visit any of the following locations:

OEC Provisional Education Facility (CHAP)
1937 W. Chapman Ave., Suite 200
Orange, CA 92868
714-628-5900

Santiago Canyon College (SCC)
8045 E. Chapman Ave., U-80
Orange, CA 92869
714-628-5929

**College and Workforce
Preparation Center (CWPC)**
1572 N. Main St.
Orange, CA 92867
714-628-5999

Certificate Requirements & Course Sequence

VBUS-012	Workforce Readiness	60 HRS
VBUS-080	Introduction to Medical Billing	120 HRS
VBUS-119	Introduction to Keyboarding & Basic Windows	60 HRS
TOTAL HOURS OF INSTRUCTION		240 HRS

Rev. 10/24/2017 3:25 PM IG

MISSION STATEMENT: The mission of the Continuing Education Division is to offer a variety of free noncredit classes, programs, and services that enable students to maximize their potential by acquiring the necessary technical and academic skills to reach their personal, educational, and career goals so that they can benefit from, and contribute to, a changing American society as productive, active members of their communities.

All educational opportunities are offered without regard to national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status.