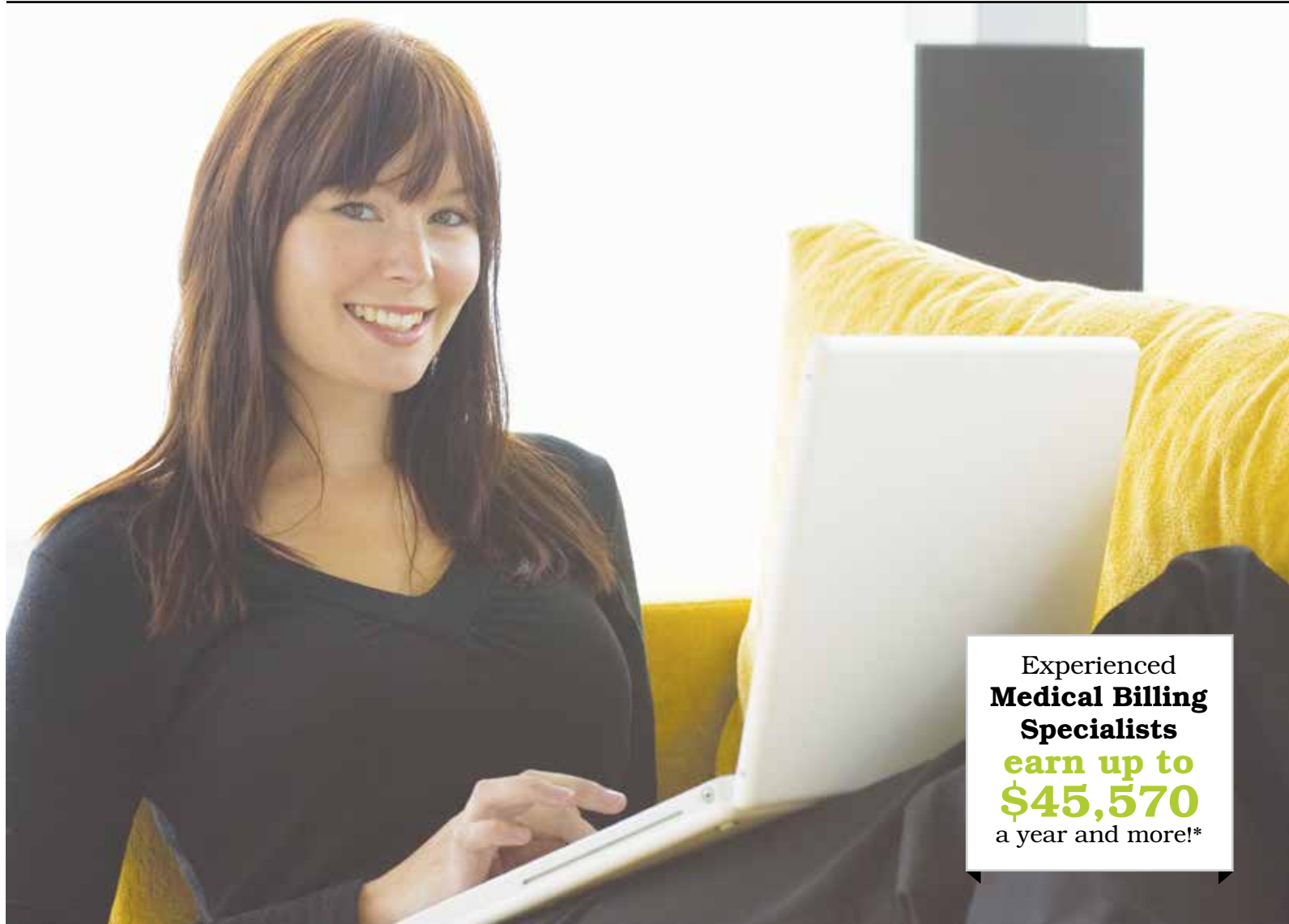




## *Train At Home To Work in Medical Billing*



Experienced  
**Medical Billing  
Specialists**  
earn up to  
**\$45,570**  
a year and more!\*



# Be a Medical Billing Specialist!

Great Career...Great Future...and it's so easy to start!

Here's everything you need to know...

*In as little as four months, you could be making good money from home!*

# > Be a Medical Billing Specialist!

## Join the healthcare boom...from the comfort of your own home

Healthcare is booming! It's no secret, healthcare providers need Medical Billing Specialists. In fact, the U.S. Department of Labor projects continued growth, from 2022 to 2032, for specialists doing billing for medical offices and facilities.<sup>2</sup>

Every insurance company requires an itemized list of procedures, medicines and other materials before they pay a claim. Every procedure has a unique code. Medicare has special forms and requirements. State Medical Aid Plans increase the workload. And what's more, insurance companies use special claim forms, too. That's why Medical Billing Specialists are in such high demand!

### Get the skills you need for a great career

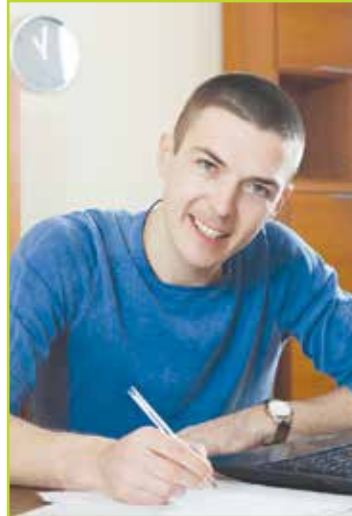
There is no end in sight to the need for qualified Medical Billing Specialists...and the emphasis is on "qualified". Processing medical claims requires knowledge of medical practices, anatomy and terminology, as well as insurance methods.

We specialize in training men and women for exciting careers in the medical industry. We'll show you how to prepare medical claims and hospital bills to meet insurance company and government standards. And you'll learn about body systems and electronic health records. You can count on learning everything you need to know, even if your only experience in the medical industry has been visiting the doctor.

### Training that fits your life

If you can follow step-by-step directions, you can become a Medical Billing Specialist! No need to change your daily schedule. No need to take time from your family or job. No classes to attend, and no schedules to keep. You will receive everything you need to succeed!

You study when it's convenient and set your own pace. Complete your lessons as quickly as you wish. You can be ready to work and start making money in as little as four months. Study when you want and where you want. You're in a class of one!



"Easy to use. Formatted nicely. Love the useful links inserted throughout for more understanding of what is being taught. I have only been at it for 2 days and I will be recommending this to friends and family."

**Robert F.**



## Experts guide you step by step

Your online Medical Billing program was designed by experienced educators and industry professionals to give you all the skills you need to prepare for this exciting job in as little as four months. Everything is explained in easy-to-understand language. Accelerate your learning with our wealth of examples and hands-on practice, that show you exactly what to do and how to do it.

Nothing is left to chance! As you finish each lesson, you're ready for the next. No previous medical, insurance or business knowledge needed. And when you finish your program, you'll be ready to work!



Medical Billing specialists enjoy one of the most secure careers available because they provide an essential function in healthcare—the heart of one of the fastest growing industries in the country! That's why Medical Billing specialists are in-demand.

# We offer self-paced, online training for Medical Billing Specialist careers!

## Learning with us is easy!

Imagine a class that always starts the second you're ready. One you don't have to travel to attend. A class that moves quickly through lessons you find easy and slows down on the topics you choose. Think of having an expert instructor standing by to answer your questions and cheer you along, just a phone call or email away. This is no dream. This is U.S. Career Institute!

### Set your own pace!

Go as quickly as you wish - graduate in as little as four months. Lessons are available as you need them. As you complete each assignment, you send it to your instructor for grading. Then go on to the next lesson. No need to wait for the results of previous exams. And if you want to take time off for a vacation, your lessons wait until you return.

### Your instructors are experts.

Most of our students have very few questions. Your lessons are designed to give you everything you need to know. But if you do have a question, an expert instructor will give you the answers you need.

### Open-book exams take the pressure out of testing.

We don't try to test you on how much you can remember. We help you learn what you need to know and show you how to find the answers to what you don't know. We believe that open-book exams—just like those many colleges use—are the best way to find out how much you can accomplish in the real world.

## You learn it all!

- ✓ How the human body works... Learn the basics of organs and organ systems
- ✓ How to speak the language... Explore medical terminology and pronunciations
- ✓ How medical coding impacts Medical Billing Specialists... Learn how medical procedures and diagnoses are coded
- ✓ How to set up medical claims... Complete actual forms for Medicare, Medicaid, private insurance, HMOs, PPOs, workers' compensation, military and secondary claims
- ✓ How to work like a medical professional... Practice processing Medical Billing with real-life claims
- ✓ Everything you need to succeed!



**Whenever you have a question, simply send us an email or call us toll-free for quick answers!**

Your instructors are just an email or phone call away! Our staff of instructors is on duty year-round to answer any question you may have.

## Why Choose Medical Billing?

The healthcare is growing at higher rate than most industries. The ever-increasing number of patients, insurance claims and hospital admissions is driving growth in healthcare services. It takes a lot of support to provide quality care and insurance coverage for so many people.



Each and every insurance company requires an itemized list of procedures, medicines and other materials before they pay a claim. Every procedure has a unique billing code. That's why Medical Billing Specialists are in such high demand and why you can enjoy a great career in the healthcare industry!

**"Going very well and looking forward to pursuing more career opportunities"**

**A. Deloney**



## Work **at home** or in **an office!**

**And if you decide you want to work at home...**

**Check out these benefits!**



- Be there for your family when they need you
- Set your own schedule
- Work when and where you choose
- Enjoy possible tax-break opportunities
- Save money on day care, transportation, eating lunches out and keeping up an office wardrobe

## We want you to have all the facts!

Our salary and employment figures are compiled from information published by the U.S. Department of Labor. Individual student earnings can vary depending on many factors such as the amount of experience you have, whether you work full-time or part-time, and where you work.

*Be part of the Medical team...work at home or in a medical office!*





**Compare the training, the job and the money you can make!**

**You'll be way ahead as a Medical Billing Specialist!**

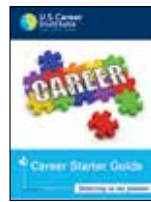
**No classes to attend! Online and self-paced!**

**MEDICAL TERMINOLOGY FLASHCARDS and AUDIO**

Learning medical terminology is easy with our flashcards and audio. Study anytime, anywhere! Included in your program at no extra charge.



The Career Starter Guide will give you step-by-step guidance in getting your first job. Learn how to create a great résumé, write a letter of inquiry and how to perfect your interview skills.



*We reserve the right to substitute items of equal or greater value when it becomes necessary.*

# Career Coach program

**We invest in you- up to \$400 Value\*\***

After completing your certificate course, our Career Coach Program is an included benefit that will give you one-on-one access to a Career Coach Advisor. Our course and Career Coach Program can prepare you with the skills needed to help you start your new career.



Nestled in the shadows of the beautiful Rocky Mountains in Fort Collins, Colorado, U.S. Career Institute encompasses many thousands of square feet including administrative, curriculum, student counseling and general warehousing departments. Our dedicated employees are ready to serve you year-round to ensure the absolute finest in home study training.



**For Fastest Service, Call & Enroll by Phone...Toll-Free**

**800-528-7907**

You can pay by check or use your Visa, Mastercard or Discover credit /debit card.



2001 Lowe Street, Fort Collins, CO 80525  
www.uscareerinstitute.edu

## Q & A QUESTIONS AND ANSWERS

- Q. Is Medical Claims and Billing a new field?**  
A. Medical claims processing and billing is a well-established profession. And the field of healthcare is projected to grow faster than most industries, according to the U.S. Bureau of Labor Statistics.
- Q. Why do people become Medical Billing Specialists?**  
A. Because they can make good money and have skills that are in demand...working at home or in a medical office.
- Q. Is medical claims processing easy to learn?**  
A. Yes. We show you step by step how to prepare all the medical forms to meet the exacting standards of the medical community.
- Q. Is U.S. Career Institute accredited?**  
A. Yes! U.S. Career Institute is Accredited by the Distance Education Accrediting Commission. The Distance Education Accrediting Commission is listed by the U.S. Department of Education as a recognized accrediting agency. Because of this, our curriculum, faculty, procedures and policies are reviewed on a regular basis to ensure that we continue to meet the DEAC's exceptionally high standards of quality.
- Q. Will my credits transfer to other institutions?**  
A. The acceptance of transfer of academic credits to another institution is determined by the receiving institution. Colleges/institutions individually establish criteria for transfer credit acceptance based on many factors, including but not limited to course content, final grade, credits per course, type of accreditation, age of credits, etc. U.S. Career Institute certificate courses may or may not transfer to other colleges and transferability depends solely on the receiving institution's criteria and determination. U.S. Career Institute does not imply or guarantee the transferability of credits from its courses.
- Q. If I'm in the military, can I be reimbursed for my tuition?**  
A. U.S. Career Institute is approved for military education benefits. This includes the GI Bill®. Military personnel, veterans or veteran spouses may be eligible. U.S. Career Institute also accepts MyCAA funds for military spouse education assistance, certificate and associate degree programs must lead to a certification or license in order to be eligible for funding. For more information contact the Veteran's Administration or your military education office.
- Q. Will my employer reimburse me for my tuition?**  
A. Some companies have tuition assistance programs. Students should check with their supervisor or personnel department for additional information.



\*With experience, <https://www.bls.gov/ooh/office-and-administrative-support/financial-clerks.htm>, 9/26/23  
\*\*Value depends on graduates' use of services available to them.