

TO: WIB

DATE: 9/28/04

FROM: Program Planning & Development

For Action

For Information

For Discussion

SUBJECT: Eligible Training Providers (ETPL) List Addition

PROPOSED MOTION(S): Approve the Merced Adult School's Boston Reed College Medical Billing course for addition to the State ETPL.

DISCUSSION: The Workforce Investment Board approved an ETPL policy on June 20, 2000. The Workforce Investment Act requires that training providers who wish to access WIA funds must submit applications to be placed on the state training list. Providers must meet all local and state criteria; agree to provide approved training to WIA-enrolled participants; supply required client data for long-term follow-up and they must agree to abide by all WIA required regulations and/or laws.

The application from Merced Adult School for its Medical Billing course is complete and meets the requirements for inclusion in the ETPL. The program is registered by the Bureau for Private Post-Secondary and Vocational Education (BPPVE) and approved by the California Department of Education. Cost of the program is \$995.

The Program Planning & Development Committee approved adding this course to the ETPL during their September 22, 2004 meeting.

ATTACHMENT(S): Application.



State of California

WORKFORCE INVESTMENT ACT TRAINING PROGRAM APPLICATION

01. Provider Code (FEIN)
68-0444480

02. CIP Code

For Internal Office Use Only

Program Code

03. Subgrantee Code

04. Agency Code

05. Date Received By LWIB

06. Local Program Code

Provider Name

Boston Reed College

07. Program Name
Medical Billing

08. Program Description

This course combines 112 hours of classroom instruction with a 120 hour off-site externship. AS a medical biller you will process medical claims for a variety of insurance carriers.

09. Training Site Address

Merced Adult School 50 East 20th Street

City, State

Merced

10. ZIP

95344

11. County

Merced

12. Listed On Other State's ETPL

1-Yes
 2-No

13. ADA Compliant

1-Yes
 2-No

14. Total Hours Of Instruction

112

15. Credits

NA

16. Non-Credit

1-Yes
 2-No

17. Credit Time

1-Semester
 2-Quarter

Total Program Cost

18. Tuition \$ _____
19. Fees \$995
20. Expenses \$ _____
Total \$995.00

21. Mode Of Delivery

1-Classroom
 2-Internet
 3-Correspondence
 4-Broadcast
 5-Computer Based Instruction

When Program Is Offered

22. Days 1-Yes 2-No
23. Evenings 1-Yes 2-No
24. Weekends 1-Yes 2-No

25. Frequency of Offering

1-Weekly
 2-Monthly
 3-Quarter
 4-Semester
 5-Other

26. BPPVE Approval Status

1-Approved
 2-Temporary Approval
 3-Registered
 4-Exempt
 9-Not Applicable

27. BPPVE Approval Expiration Date

28. Other BPPVE Approved Programs

1-Yes
 2-No

29. Registered Apprenticeship

1-Yes
 2-No

30. Registered Date

NA

Other List Criteria:

31. CDE Approved 1-Yes 2-No
32. COCCC Approved 1-Yes 2-No
33. Proven Effectiveness *No longer used*
34. Employer Support *No longer used*
35. Industry Authorized *No longer used*

36. Continuing Education Units (CEU)

Certified Nursing Assistants earn 48 CEUs

37. CEU Granting Institution

Nursing board

38. Resources Required

1-Yes
 2-No

39. Program Goal

1-Skill Attainment
 2-Certificate
 3-Registration
 4-License
 5-Associate Degree
 6-Baccalaureate Degree
 7-Other

40. Credentialing Body

NA

41. Projected Hourly Wage After Program Completion
\$10-18

42. Prerequisites

Recommended that student be at least 18 years of age and hold a high school diploma or equivalent. Have basic computer skills and a medical background. Enrollment requires students must pass English and Math assessment exams with 80% or better.

43. Skills Sets

Will know how to process Workers' Compensation claims, Personal injury, Medi-care, and Medi-cal claims. This program is designed to prepare students with the knowledge, competencies, and technical skills for entry level positions as a Medical Biller.



