

# CERTIFIED PATIENT ACCESS SPECIALIST (CPAS)

## Course Description

The CPAS is a credential granted by the Florida Certification Board and intended for those individuals who demonstrate and maintain professional competency in the field of healthcare revenue cycle with an emphasis on the front-end of revenue cycle - patient access, registration and intake.

## Prerequisites/Requirements

High School Diploma or equivalent plus 2 years demonstrated and verifiable experience in Patient Access, Patient Accounting and/or Healthcare Revenue Cycle. Completion of entire course curriculum required. Student must pass the CPAS exam with a score of 80% or higher.

## Course Features

- Regulatory Compliance
- Coordination of Benefits Assignment
- Inpatient Billing Techniques
- Outpatient Billing Techniques
- Medical & Healthcare Terminology
- Patient Balance Determination & Communication
- Patient Intake Data Gathering & Verification
- Payer Identification & Eligibility Verification
- Revenue Cycle & Reimbursement Concepts
- Third Party Follow-up
- UB & 1500 Validation
- Customer Communication Skills

## Renewal

Once obtained, your CPAS Certification is valid for 1 year. Each year you may renew your CPAS Certification with the Florida Certification Board. You must complete 10 CEUs each year to be eligible to renew. The annual renewal fee is \$50.