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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. If the insurance plan has a *hold harmless clause*, it means that the patient

|  |  |  |
| --- | --- | --- |
|   | a.  | is charged for fees by the health care provider, per the EOB. |
|   | b.  | automatically has lower out-of-pocket health care expenses. |
|   | c.  | is *not* responsible for paying what the insurance plan denies. |
|   | d.  | was required to pay any amounts that the insurance plan denies. |

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| *ANSWER:* | c |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 2. The process of reporting \_\_\_\_\_\_\_\_\_\_ as numeric and alphanumeric characters on the insurance claim is called coding.

|  |  |  |
| --- | --- | --- |
|   | a.  | dates of service for procedures |
|   | b.  | diagnoses and procedures/services |
|   | c.  | health insurance claims identifiers |
|   | d.  | national provider identifiers |

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| *ANSWER:* | b |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
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| 3. A claims examiner employed by a third-party payer reviews health-related claims to determine whether the charges are reasonable, in addition to

|  |  |  |
| --- | --- | --- |
|   | a.  | assigning ICD-10-CM and CPT codes. |
|   | b.  | billing patients for copayments and coinsurance. |
|   | c.  | determining medical necessity of services/procedures. |
|   | d.  | resubmitting denied claims to health care providers. |

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| *ANSWER:* | c |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
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| 4. Which is another name for a health insurance specialist?

|  |  |  |
| --- | --- | --- |
|   | a.  |  billing specialist |
|   | b.  | coding specialist  |
|   | c.  |  health information specialist |
|   | d.  | reimbursement specialist |

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| *ANSWER:* | d |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
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| 5. A claims examiner is employed by a

|  |  |  |
| --- | --- | --- |
|   | a.  | facility to submit claims. |
|   | b.  | governmental agency to process claims. |
|   | c.  | physician’s office to submit claims. |
|   | d.  | third-party payer to review claims. |

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| *ANSWER:* | d |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
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| 6. Which involves linking every procedure or service code reported on the claim to a condition code that justifies the necessity of performing that procedure or service?

|  |  |  |
| --- | --- | --- |
|   | a.  |  claims adjudication |
|   | b.  | diagnosis coding  |
|   | c.  |  medical necessity |
|   | d.  |  reimbursement processing |

|  |  |
| --- | --- |
| *ANSWER:* | c |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 7. The CPT manual is published by the

|  |  |  |
| --- | --- | --- |
|   | a.  |  American Billing Association. |
|   | b.  | American Board of Physicians.  |
|   | c.  |  American Dental Association. |
|   | d.  |  American Medical Association. |

|  |  |
| --- | --- |
| *ANSWER:* | d |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
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| 8. Which is submitted to the payer requesting reimbursement?

|  |  |  |
| --- | --- | --- |
|   | a.  | explanation of benefits |
|   | b.  | health insurance claim |
|   | c.  | remittance advice |
|   | d.  | prior approval form |

|  |  |
| --- | --- |
| *ANSWER:* | b |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 9. The Centers for Medicare and Medicaid Services (CMS) agency is located in the \_\_\_\_\_\_\_\_\_\_.

|  |  |  |
| --- | --- | --- |
|   | a.  | ACF |
|   | b.  | DHHS |
|   | c.  | FDA  |
|   | d.  |  OIG |

|  |  |
| --- | --- |
| *ANSWER:* | b |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
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| 10. When a health insurance plan’s prior approval requirements are not met by providers,

|  |  |  |
| --- | --- | --- |
|   | a.  | administrative costs are reduced. |
|   | b.  | patients’ coverage is canceled.  |
|   | c.  | payment of the claim is denied. |
|   | d.  | providers pay a fine to the plan.  |

|  |  |
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| *ANSWER:* | c |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 11. Which coding system is used to report procedures and services on claims?

|  |  |  |
| --- | --- | --- |
|   | a.  | CPT |
|   | b.  |  ICD-10-CM |
|   | c.  |  SNDO |
|   | d.  |  SNOMED |

|  |  |
| --- | --- |
| *ANSWER:* | a |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 12. Which would be found on a remittance advice?

|  |  |  |
| --- | --- | --- |
|   | a.  | detected errors and omissions from claims |
|   | b.  | documentation of medical necessity |
|   | c.  | payment information about a claim |
|   | d.  | provider qualifications and responsibilities |

|  |  |
| --- | --- |
| *ANSWER:* | c |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 13. Which guarantees repayment for financial losses resulting from an employee’s act or failure to act?

|  |  |  |
| --- | --- | --- |
|   | a.  | bonding insurance |
|   | b.  | liability insurance |
|   | c.  | property insurance |
|   | d.  | workers’ compensation insurance |

|  |  |
| --- | --- |
| *ANSWER:* | a |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 14. Medical malpractice insurance is which type of insurance?

|  |  |  |
| --- | --- | --- |
|   | a.  | bonding |
|   | b.  | liability |
|   | c.  | property |
|   | d.  | workers’ compensation |

|  |  |
| --- | --- |
| *ANSWER:* | b |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 15. Which type of insurance covers employees and their dependents against injury and death that occurs during the course of employment?

|  |  |  |
| --- | --- | --- |
|   | a.  | bonding |
|   | b.  | liability |
|   | c.  | property |
|   | d.  | workers’ compensation |

|  |  |
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| *ANSWER:* | d |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 16. The word *embezzle* means to \_\_\_\_\_.

|  |  |  |
| --- | --- | --- |
|   | a.  | compensate |
|   | b.  | disburse |
|   | c.  | remunerate |
|   | d.  | steal |

|  |  |
| --- | --- |
| *ANSWER:* | d |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 17. Independent contractors should purchase \_\_\_\_\_\_\_\_\_\_ liability insurance, which provides protection from liability as a result of errors and omissions when performing their professional services.

|  |  |  |
| --- | --- | --- |
|   | a.  | bonding |
|   | b.  | business |
|   | c.  | professional |
|   | d.  | property |

|  |  |
| --- | --- |
| *ANSWER:* | c |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 18. Which term describes the principles of right or good conduct and includes rules that govern the conduct of membersof a profession?

|  |  |  |
| --- | --- | --- |
|   | a.  | biased |
|   | b.  | ethics |
|   | c.  | immoral |
|   | d.  | misleading |

|  |  |
| --- | --- |
| *ANSWER:* | b |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 19. The *Healthcare Common Procedure Coding System* (HCPCS) consists of \_\_\_\_\_\_\_\_\_\_ codes.

|  |  |  |
| --- | --- | --- |
|   | a.  | CPT and national |
|   | b.  | DSM and CDT |
|   | c.  | ICD-10-CM and ICD-10-PCS |
|   | d.  | SNOMED and SNDO |

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| *ANSWER:* | a |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 20. Health information technicians \_\_\_\_\_.

|  |  |  |
| --- | --- | --- |
|   | a.  | assist with direct patient care |
|   | b.  | document clinical information |
|   | c.  | manage medical records |
|   | d.  | process health insurance claims |

|  |  |
| --- | --- |
| *ANSWER:* | c |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
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| 21. The organization that hires a(n) \_\_\_\_\_\_\_\_\_\_ is not liable for the acts or omissions of that individual.

|  |  |  |
| --- | --- | --- |
|   | a.  | health insurance specialist |
|   | b.  | health care provider |
|   | c.  | independent contractor |
|   | d.  | medical assistant |

|  |  |
| --- | --- |
| *ANSWER:* | c |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 22. During completion of a student internship, the facility will likely require students to sign a nondisclosure agreement toprotect \_\_\_\_\_\_\_\_\_\_.

|  |  |  |
| --- | --- | --- |
|   | a.  | facility resources |
|   | b.  | health care finances |
|   | c.  | patient confidentiality |
|   | d.  | quality of patient care |

|  |  |
| --- | --- |
| *ANSWER:* | c |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
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| 23. Which coding system is used to report procedures and services on inpatient hospital claims?

|  |  |  |
| --- | --- | --- |
|   | a.  | CPT |
|   | b.  | HCPCS level II |
|   | c.  | ICD-10-CM |
|   | d.  | ICD-10-PCS |

|  |  |
| --- | --- |
| *ANSWER:* | d |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
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| 24. Which does a provider usually employ to perform administrative and clinical tasks, which help keep the office or clinicrunning smoothly?

|  |  |  |
| --- | --- | --- |
|   | a.  | health information technician |
|   | b.  | medical assistant |
|   | c.  | nurse practitioner |
|   | d.  | reimbursement specialist |

|  |  |
| --- | --- |
| *ANSWER:* | b |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 25. Which organization offers the CPB exam?

|  |  |  |
| --- | --- | --- |
|   | a.  | AAPC |
|   | b.  | AHIMA |
|   | c.  | AMBA |
|   | d.  | CMS |

|  |  |
| --- | --- |
| *ANSWER:* | a |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
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| 26. Which are published by CMS and used to report procedures, services, and supplies not classified in CPT?

|  |  |  |
| --- | --- | --- |
|   | a.  | dental codes |
|   | b.  | disease codes |
|   | c.  | injury codes |
|   | d.  | national codes |

|  |  |
| --- | --- |
| *ANSWER:* | d |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 27. Conduct or qualities that characterize a professional person are called \_\_\_\_\_\_\_\_\_\_.

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| --- | --- | --- |
|   | a.  | certification |
|   | b.  | credentials |
|   | c.  | professionalism |
|   | d.  | specialization |

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| *ANSWER:* | c |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 28. Which is an insurance agreement that protects business contents against fire, theft, and other risks?

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| --- | --- | --- |
|   | a.  | bonding insurance |
|   | b.  | business liability insurance |
|   | c.  | errors and omissions insurance |
|   | d.  | property insurance |

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| *ANSWER:* | d |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 29. Which is Latin for “let the master answer,” which means that the employer is liable for the actions and omissions ofemployees as performed and committed within the scope of their employment?

|  |  |  |
| --- | --- | --- |
|   | a.  | *res gestae* |
|   | b.  | *res ipsa loquitur* |
|   | c.  | *respondeat superior* |
|   | d.  | *requiescat in pace* |

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| *ANSWER:* | c |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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| 30. Which defines a profession, delineates qualifications and responsibilities, and clarifies supervision requirements?

|  |  |  |
| --- | --- | --- |
|   | a.  | job description |
|   | b.  | policy and procedure |
|   | c.  | scope of practice |
|   | d.  | workforce development |

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| *ANSWER:* | c |
| *POINTS:* | 1 |
| *QUESTION TYPE:* | Multiple Choice |
| *HAS VARIABLES:* | False |
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