Important Information for
Certified Coder Boot Camp® – Inpatient Version Course Participants
2021 Version

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Directions and Hotel Information
The hotel address, phone number, URL, room rate, and room rate cut-off date are posted on our web site at https://hcmarketplace.com/product-type/boot-camps/certified-coder-boot-camp-inpatient-version-1. The hotel websites give detailed directions to the hotel as well as information about the location. Please call the hotel directly to make a room reservation. Be sure to identify yourself as an HCPRO Boot Camp participant, and make your reservation before the cut-off date. After the cut-off date, contact the hotel to determine room availability and rates.

Course Materials
When you arrive at class, you will receive workbooks containing the class materials used throughout the boot camp. These workbooks will be yours to keep.

Required Manuals
As part of your course registration fee, HCPro will provide all attendees with the required coding manuals:

- 2021 ICD-10-CM Expert for Hospitals
- 2021 ICD-10-PCS Expert

These manuals will be distributed on the first day of class by the instructor. There will be no discounts or refunds for students desiring to bring their own coding manuals to class. Please be sure to save room in your luggage to transport these manuals home with you.

Classroom Time
It is an understatement to say that this course is intense. Other than breaks, we will be in class from 8:00am to 5:00pm Monday-Thursday, and from 8:00am to 3:00pm on Friday. There will be about a 45-minute lunch break each day. Cell phone use during class is strictly prohibited.

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What to Bring to Class
Please bring the following to all classes:

- Your ICD-10-CM & PCS manuals (provided as part of registration fee)
- Highlighter
- A notebook for making your own notes
- Sticky Notes/flags
- Pen/pencil

If you do not already have a solid understanding of medical terminology, we strongly recommend that you complete a medical terminology self study course prior to class. A good self-study program is *Medical Terminology for Health Professions, 8th Edition* by Ann Ehrlich and Carol L. Schroeder. The ISBN number is 1305634357. The book is available on Amazon.com and may also be available from one of your local bookstores. Our course participants who do not have a strong background in medical terminology typically find this book extremely helpful.

Cancellation and Transfer Policy
For our cancellation and transfer policy, visit our website: [http://hcmarketplace.com/cancellations](http://hcmarketplace.com/cancellations)

COVID Safety
Simplify Compliance places the highest priority on the safety of our guests. We will follow safety guidelines and advisements for meetings as outlined by the CDC and the WHO, as well as state and local mandates. In preparation for attendance at our events, we want to share the following measures to promote health and wellbeing.

- At this time, all hotel guests are required to wear a mask while in public areas of the hotel and anywhere that social distancing measures cannot be met.
- Meeting rooms will be set to comply with CDC, WHO, and applicable locally recommended social distancing guidelines.
- Food service will follow the safety guidelines implemented by the hotel.

To view all the safety measures that the host hotel has implemented, please see the information listed on their website.

Simplify Compliance will continue to monitor the COVID-19 environment, the recommended guidelines, and communicate adjustments to the onsite policies and procedures as we approach the live event date.

Contact Information
If you have any question about the Boot Camp program, please contact:

Customer Service
(800) 650-6787 phone
(800) 785-9212 fax

*We Look Forward to Having You In Class!*

This document applies to “open registration” courses only. If your facility is hosting an “on-site” course, please contact customer service at 800-650-6787 to obtain the on-site version of this document.