

From: Brooks, Sarah
Sent: Thursday, January 03, 2013 11:58 AM
To: ICD10.Contacts@lists.ncmail.net
Cc: Brooks, Sarah
Subject: Several ICD-10-CM Deliverables and Training Announcement

I hope everyone had a wonderful holiday season! It's a new year and we are 635 days away from ICD-10-CM implementation. That sounds like a lot of time but there is quite a bit of work that needs to be accomplished to be ready to meet the 10/1/2014 compliance date. I am sending several deliverables to you in Word or Excel format and these will be posted to the DPH ICD-10 website in pdf format before the end of next week. There is also a sign-up sheet for training. All of the attachments are discussed below.

Software Readiness: Attached are two questionnaires that I encourage agencies to use ASAP if they are applicable - Vendor Software ICD-10-CM Readiness Assessment (this has been on the website for some time but the title was modified) and Clearinghouse/Billing Service ICD-10-CM Readiness Assessment. If you have vendor software that contains ICD-9-CM data and/or if your agency has a contract with a clearinghouse, you can use these tools to ascertain the company's plans for transitioning to ICD-10-CM. Each of these workbooks has 2 tabs at the bottom so be sure to look at both spreadsheets. **NOTE:** HIS users do not need to use these tools for My Avatar software or the HIS clearinghouse vendor.

Business Impact Assessment: For DPH employees, I will be sending out information related to training for the DPH Business Impact Assessments so you do not need to do anything with the attached tool at this time. For LHDs and rural health clinics, this workbook can be used to conduct your local agency Business Impact Assessment. There are multiple tabs at the bottom with the first tab containing background information and instructions for use of the templates (contained in other tabs within the workbook). Training on Business Impact Assessments will be conducted for DPH staff, LHDs and rural health clinics April – May 2013 and for CDSAs in August 2013. However, I wanted to go ahead and share the tool with local agencies to aid your local agency Implementation Team in planning efforts. Also, some local agencies may prefer to start the assessment process prior to the scheduled training.

Clinical Documentation Assessment Process: WBS 3.3, Clinical Documentation Assessment explains the purpose of the assessment, how the pilots of the process were conducted and steps local agencies need to take to internally review and monitor clinical documentation. Also attached is a worksheet for the CDSAs and one for the LHDs and rural health. Training on Clinical Documentation Assessments will be conducted for LHDs and rural health clinics April – May 2013 and for CDSAs in August 2013. The approved materials are being sent out now to aid local agency Implementation Teams in their planning efforts.

The DPH ICD-10 Implementation Team has piloted the Business Impact Assessment and Clinical Documentation Assessment processes and tools and changes have been made based on pilot results. As a result of the pilots, the DPH ICD-10 Implementation Team recommended that training for both assessments be prepared and conducted in conjunction with ICD-10-CM coding training for local agency Implementation Team members since understanding ICD-10-CM coding provides a better foundation for conducting the assessments. In addition, it was recommended that CDSA training be designed specific to the CDSAs so that is why the CDSA training will be held at a later time.

I would like to move forward with plans for the **LHD and rural health clinic Implementation Team member training**. **Please note: This training is for local agency Implementation Team members only. Training for other local agency staff will occur in 2014.** In addition, DPH staff that provide consultative services to local agencies (e.g., Nurse Consultants) may want to participate in the training. The ICD-10-CM Comprehensive Coding training will take 2 full days. The Business Impact Assessment and Clinical Documentation Assessment training will take half a day. All training will be conducted both face-to-face and via Webinar. These methods were piloted by the DPH ICD-10 Implementation Team and both methods were deemed effective. The primary consideration for those participating via Webinar is having a private area available where there is no outside interference, a phone line that can be used for an extended time and internet connectivity. Face-to-face training will take place in the DPH Computer Training Room (5605 Six Forks Rd in Raleigh). Face-to-face and Webinar training will be conducted concurrently. For the ICD-10-CM Comprehensive Coding Training, attendees will need to have an ICD-10-CM code book (that includes the 2013

revisions) or download the 2013 ICD-10-CM files from the CMS website at <http://www.cms.gov/Medicare/Coding/ICD10/index.html?redirect=/ICD10>. More detailed information related to the training will be sent to attendees prior to the training.

Attached is an Attendee Sign Up Sheet that needs to be completed for each attendee and returned to me **no later than Friday, January 25th**. After I compile the information from all attendees, I anticipate that some of the sessions will not be needed so those will be cancelled. Attendees will be notified of their training dates by the end of January.

If you have any question, you can e-mail me at sarah.brooks@dhhs.nc.gov or reach me by phone at 919-707-5067.

Sign Up Sheet for ICD-10-CM Training

NOTE: This training is limited to LHD and Rural Health Clinic ICD-10 Implementation Team members and DPH staff that provide consultative services to local agencies. Comprehensive and Specialized ICD-10-CM training will be offered to other local agency staff in 2014.

Agency Name:

Attendee Name and Phone Number:

Attendee E-mail Address:

Preferred Training Format: Webinar Face-to-face in Raleigh

Please indicate your preference for training dates (first and second choice)

Session#	2013 Date(s)/Time	ICD-10-CM Comprehensive Coding Training	
		1 st Choice	2 nd Choice
C1	April 1-2 (9AM-4PM)		
C2	April 4-5 (9AM-4PM)		
C3	April 23-24 (9AM-4PM)		
C4	April 25-26 (9AM-4PM)		
C5	May 6-7 (9AM-4PM)		
C6	May 14 & 16 (9AM-4PM)		
C7	May 21-22 (9AM-4PM)		
C8	May 23-24 (9AM-4PM)		

Session#	2013 Date(s)/Time	Business Impact Assessment and Clinical Documentation Assessment Training	
		1 st Choice	2 nd Choice
B1	April 8 (1PM-4PM)		
B2	April 9 (9AM-Noon)		
B3	April 9 (1PM-4PM)		
B4	April 29 (9AM-Noon)		
B5	April 29 (1PM-4PM)		
B6	April 30 (9AM-Noon)		
B7	May 17 (9AM-Noon)		
B8	May 17 (1PM-4PM)		
B9	May 29 (9AM-Noon)		
B10	May 29 (1PM-4PM)		
B11	May 30 (9AM-Noon)		
B12	May 30 (1PM-4PM)		