

**ICD-10 Implementation Team Meeting Minutes**  
**September 15, 2014**  
 11:00am - 12:00pm

Conference number: **1-888-363-4734**; Access Code: **2142113#**  
**Webinar Access:** [https://tat-ncdph.adobeconnect.com/imp\\_team/](https://tat-ncdph.adobeconnect.com/imp_team/)

**Attendees** (☑ = present; ☐ = absent)

<input checked="" type="checkbox"/> Sarah Brooks (Facilitator) - DPH	<input type="checkbox"/> Lisa Perry – Franklin County
<input type="checkbox"/> Adriane Eaton – Stokes Family Health Center	<input type="checkbox"/> Lynn Conner – DPH
<input checked="" type="checkbox"/> Ann Moore – DPH	<input checked="" type="checkbox"/> Marcia Mandel – Raleigh CDSA
<input type="checkbox"/> Anita Knight – Rockingham Co LHD	<input type="checkbox"/> Michelle Giblin – Craven County Health Dept
<input checked="" type="checkbox"/> Betty Cox - DPH	<input type="checkbox"/> Michelle Williams – Durham County Health Dept
<input type="checkbox"/> Betty Hawkins – Stokes Family Health Center	<input type="checkbox"/> Monica Massey, DNP, FNP – Wilson Co LHD
<input checked="" type="checkbox"/> Bob Martin – DPH	<input type="checkbox"/> Pamela Serrell Cochran – DPH
<input type="checkbox"/> Candi York – Cumberland Co LHD	<input type="checkbox"/> Phyllis Rocco – DPH
<input type="checkbox"/> Candy Tharrington – Franklin Co LHD	<input checked="" type="checkbox"/> Qiudi Wang – DPH (EI Branch)
<input type="checkbox"/> Carla Morgan – Jackson Co LHD	<input checked="" type="checkbox"/> Reginald Holliday – Durham County Health Dept
<input type="checkbox"/> Carol Tyson – DPH	<input type="checkbox"/> Rhonda Wright - DPH
<input type="checkbox"/> Cindy Wall – Rockingham Co LHD	<input checked="" type="checkbox"/> Sandra Cox – Craven Co LHD
<input checked="" type="checkbox"/> Colette Gelin – Cumberland Co LHD	<input checked="" type="checkbox"/> Sharon Artis - DPH
<input type="checkbox"/> Diane Keener – Macon Co LHD	<input type="checkbox"/> Susan Little - DPH
<input type="checkbox"/> Donna Sawyer – Albemarle Region Health Services	<input type="checkbox"/> Susan Reidy – Durham County Health Dept
<input type="checkbox"/> Eleanor Howell – DPH	<input type="checkbox"/> Sylvia Gentry – Stokes Family Health Center
<input type="checkbox"/> Gay Welsh – DPH	<input type="checkbox"/> Tammy Norville – Office of Rural Health & Community Care
<input checked="" type="checkbox"/> Karen Cowan – Mecklenburg Co LHD	<input type="checkbox"/> Taryn Edwards - DPH
<input checked="" type="checkbox"/> Kathy Hartsell – Cabarrus Health Alliance	<input checked="" type="checkbox"/> Tony Ivosic – DPH
<input type="checkbox"/> Lana Deyneka - DPH	<input checked="" type="checkbox"/> Vicki White – Durham County Health Dept

Item	Agenda Items	Presenter	Decisions / Action Items	Questions / Comments
1	ICD-10 Project Timesheets	S Brooks		For State Employees/Contractors: Since there is now an official DHHS ICD-10 Project that is considered an IT Project, the project must meet the requirements of the State CIO and DHHS. One of those requirements is that all state employees or contractors with the state must account for the time they spend on the project. All State Employees and contractors who serve as members of the DPH ICD-10 Implementation Team have been deemed participants of the project and therefore must submit a monthly timesheet to the DPH Budget Office. Any work that is done related to ICD-10 should be allocated as project time.

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2	ICD-10 Delay	S Brooks	2. Sarah will schedule a 90 minute webinar for this fall. (NOTE: Will hold off scheduling this until Sarah's successor is identified so they can participate as well.) 3. Sarah has requested timeline/status from DMA and will continue to make this request.	1. CMS has published the official compliance date of 10/1/15 2. Are local agency implementation teams active? <ol style="list-style-type: none"> <li>a. If not, what is needed to re-activate?</li> <li>b. Would a webinar geared to local agency Implementation Team members only help?</li> <li>c. Meeting content could focus on implementation activities and clinical documentation improvement, as well as doing some coding exercises as a group to sharpen skills</li> </ol> 3. Status of Medicaid clinical coverage policies
3	Training	S Brooks		1. September training in process. Have received some good feedback so training materials will continue to be tweaked. 2. 2015 training schedule has been drafted
4	Testing	S Brooks	1. HIS Project Team will make final selections for test sites 3. Implementation Team recommends that test sites be invited to participate in Team meetings and review results of testing. Sarah will develop a spreadsheet that can be used to summarize test results. (NOTE: Jodi Burnett will be heading up the NCTracks testing for DPH so reporting tools will be developed by her)	1. NCALHD approved process for selecting LHDs for trading partner testing with NCTracks (1 HIS, 1 for each non-HIS vendor, 9 total) <ol style="list-style-type: none"> <li>a. 3 Applications as of 9/11/14</li> <li>b. Deadline – 9/30/14</li> <li>c. Action to take if fewer than 8 are viable candidates for testing</li> </ol> 2. NCTracks has determined testing with LHDs during UAT is not needed. NCTracks UAT will include some CDSA testing. Development of test cases with CDSAs in progress. 3. NCTracks provider/trading partner end-to-end testing <ol style="list-style-type: none"> <li>a. Timeline – testing should begin mid April and will last 10 weeks</li> <li>b. Development of test cases – delay until agencies are selected</li> <li>c. Test Case Review – Implementation Team? Selected Agencies? Both?</li> </ol> <div style="display: flex; justify-content: space-around; text-align: center;"> <div data-bbox="1312 925 1375 982"></div> <div data-bbox="1512 925 1575 982"></div> <div data-bbox="1711 925 1774 982"></div> </div> <div style="display: flex; justify-content: space-around; text-align: center;"> <div data-bbox="1249 990 1438 1039">Application for Medicaid testing.docx</div> <div data-bbox="1480 990 1627 1039">ICD-10 Testing v2.docx</div> <div data-bbox="1648 990 1858 1039">Options for Selection of Health Departments</div> </div>
5	Project Schedule	Sarah Brooks		Deliverables highlighted in pink are complete. Individual tasks that are complete are indicated by a check mark in Column A. Some training tasks are behind schedule but will be completed in time for training sessions. <div style="text-align: center;">                       ICD-10 Project Schedule by Tasks Re                 </div>
6	Issues Log	Sarah Brooks	Will need to look at Issue 32 at next meeting.	Issue Log/Risk Matrix attached. Discuss Issue 32.

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				 ICD-10 Implementation Projec
7	DPH and Local Agency Implementation Status	Implementation Team Members		For those agencies reporting, the Implementation Teams are active.
8	Adjourn	All		11:45am
<b>Next Meeting Date: Monday, <span style="color: red;">October 20, 2014</span> 11:00am – 12:00pm</b>				

**2014 Meeting Dates – Please place on your Calendars:**  
 Oct 20, Nov 17, Dec 15