

ICD-10 Implementation Team Meeting Minutes

May 21, 2012

11:00am - 12:30pm

DPH Computer Training Room, 5605 Six Forks Rd, Raleigh, NC (Building 3, 2nd Floor)

Conference number: **1-888-363-4734**; Access Code: **2142113#**
<https://dhhs.ncgovconnect.com/icd10/>

Attendees (☑ = present; ■ = absent)

<input checked="" type="checkbox"/> Sarah Brooks (Facilitator) - DPH	<input type="checkbox"/> Joy Reed – DPH
<input type="checkbox"/> Alice Salmons Mitchell – Yadkin Co LHD	<input type="checkbox"/> Kaye Hall – Warren Co LHD
<input checked="" type="checkbox"/> Ann Moore – DPH	<input checked="" type="checkbox"/> Lana Deyneka - DPH
<input type="checkbox"/> Bob Martin – DPH	<input checked="" type="checkbox"/> Lisa Hamilton – Mecklenburg Co LHD
<input checked="" type="checkbox"/> Brenda Dunn - DPH	<input type="checkbox"/> Lynn Conner – DPH
<input checked="" type="checkbox"/> Candy Tharrington – Franklin Co LHD	<input checked="" type="checkbox"/> Marcia Mandel – Raleigh CDSA
<input checked="" type="checkbox"/> Carla Morgan – Jackson Co LHD	<input type="checkbox"/> Marcia Robinson – Durham Co LHD
<input type="checkbox"/> Carol Tyson – DPH	<input checked="" type="checkbox"/> Missy Johnson – Franklin Co LHD
<input checked="" type="checkbox"/> Diane Keener – Macon Co LHD	<input checked="" type="checkbox"/> Pamela Serrell Cochran – DPH
<input type="checkbox"/> Donna Sawyer – Albemarle Region Health Services	<input checked="" type="checkbox"/> Roy Gilbert – Office of Rural Health & Community Care
<input type="checkbox"/> Dorothy McNeil – Cumberland Co LHD	<input type="checkbox"/> Sandra Cox – Craven Co LHD
<input checked="" type="checkbox"/> Doug Busch - DPH	<input checked="" type="checkbox"/> Sharon Artis - DPH
<input checked="" type="checkbox"/> Eleanor Howell – DPH	<input type="checkbox"/> Sylvia Gentry – Stokes Family Health Center
<input type="checkbox"/> Ellen Shope – DPH	<input type="checkbox"/> Taryn Edwards - DPH
<input checked="" type="checkbox"/> Eunice Inman – DPH	<input checked="" type="checkbox"/> Tony Ivosic - DPH
<input checked="" type="checkbox"/> Frances Taylor – DPH	<input type="checkbox"/>
<input type="checkbox"/> Gay Welsh – DPH	<input type="checkbox"/>

Item	Agenda Items	Presenter	Decisions / Action Items	Questions / Comments
1	Status of Potential Delay of ICD-10 Compliance Date	Sarah Brooks	Sarah will notify Implementation Team members and all ICD-10 contacts once a final rule is published	<p>The comment period closed on 5/17/12. Many state and national organizations have submitted comments on the proposed rule including</p> <ul style="list-style-type: none"> American Health Information Management Association (AHIMA) – no delay NC Healthcare Information and Communications Alliance (NCHICA) – one year delay is acceptable but the extra time should be used for testing between providers and payers American Medical Association (AMA) – recommends at least a 2 year delay and wants CMS to look at alternatives to ICD-

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				<p>10</p> <ul style="list-style-type: none"> Tennessee Medical Association – one year delay is acceptable Workgroup for Electronic Data Interchange (WEDI) - The proposed one-year delay in the compliance date for ICD-10 would give vendors extra time to develop products needed for compliance initiatives; any deadline extension should be used to conduct more robust evaluations and testing of the medical code set.
2	DPH ICD-10 Website	Sarah Brooks	All ICD-10 contacts have been notified of the change.	<p>The website has been removed from the HIS website and now resides on the DPH website under Local Health Departments. http://publichealth.nc.gov/lhd/icd10/</p>
3	ICD-10-CM Introductory Training	Sarah Brooks	Sarah will send an e-mail to the ICD-10 contacts notifying them of the availability of the webinar and slides, noting that the slides can be used for presentations at local agency meetings, regional meetings, etc. Done	The “Introduction to ICD-10” Webinar and training slides have been posted to the HIS website.
4	Training Plan	Sarah Brooks	<ul style="list-style-type: none"> The Training Plan was reviewed and approved by the Implementation Team but Sarah sent team members a revised version following the meeting that includes the Business Impact Assessment Training. Done Sarah will send the finalized Training Plan to ICD-10 contacts and post to website after the Implementation Team reviews the changes. Done 	 <p>WBS 2 4 ICD-10-CM Training Plan v2.0.doc</p>
5	Training Scenarios	Sarah Brooks	<ul style="list-style-type: none"> Scenarios for LHDs, CDSAs, OCME are included in the attached. Scenarios are still needed for State Lab and Rural Health. Sarah will e-mail Roy Gilbert and Tony Ivosic to request scenarios. Done – Per Roy Gilbert: Scenarios for LHDs are appropriate for Rural Health. Eleanor Howell will run a report in CSDW indicating diagnoses used when labs were ordered. Sarah will add these to the Scenarios for State Lab. 	 <p>Scenarios for ICD-10 Training v1.1.doc</p> <p>Tony Ivosic noted that State Lab essentially uses one V code. Candy Tharrington noted that they have clients that come in for lab tests only so the LHD has to enter a diagnosis in HIS. Eleanor Howell noted that a CSDW report can be generated using the LHD data to ascertain diagnosis codes used for labs.</p>
6	Training and Education Matrix	Sarah Brooks	<p>Implementation Team members are requested to review the slides prior to the meeting and provide feedback. NOTE: Scenarios will be used in other modules developed for the comprehensive training – not included in the Basic training.</p> <p>Decision and Action Item Assigned to Sarah:</p> <ol style="list-style-type: none"> For all staff roles that have Comprehensive or 	<p>Introduction to ICD-10-CM is VERY basic – good for folks who just need a general understanding of the transition from 9 to 10. The Basic module has much of the same information as the Intro but goes into more detail and serves as the prerequisite to all other comprehensive training modules. On the Education Matrix, there are certain categories that have both Intro and Basic, some have Intro and Comprehensive or Specialized but not Basic.</p>

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			<p>Specialized training, add Basic if not there and delete Intro if it is listed. Done - attached</p> <p>2. For staff roles that have both Intro and Basic listed but do not have Comprehensive or Specialized, delete Basic. Done - attached</p> <p>3. After Sarah updates the Education Matrix, incorporate the revised matrix into Training Plan and post the revised matrix to the website. Plan revised – will post later this week.</p> <p>4. Following the delivery of Comprehensive Training to Implementation Team members, Sarah will make modifications to the modules based on Implementation Team feedback. Included in Project Schedule</p> <p>5. Once the training modules are refined, Sarah will develop descriptions and training goals for each module and modify the Training Plan to include the additional information so agencies can make more informed decisions related to staff training needs. Added to Project Schedule</p> <p>6. Sarah will add the tasks described in 3 and 5 above to the Project Schedule (Item 4 is already in the Schedule). Done</p>	<p>Recommendation: For all staff roles that have Comprehensive or Specialized training, add Basic if not there and delete Intro if it is listed.</p> <p>Basic training module was sent to Training Work Group and Joy for review and suggested changes have been incorporated.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  ICD-10-CM The Basics v1.1.ppt </div> <div style="text-align: center;">  Introduction to ICD-10-CM v4.ppt </div> <div style="text-align: center;">  Education Matrix v19.xls </div> </div> <p>Marcia Mandel expressed concerns about the CDSA Education Matrix related to non-physician staff (e.g., speech pathologists) and their coding responsibilities. Pamela Serrell stated the LHDs will need more guidance about the modules before they can make informed decisions about the training their staff members will need. Sarah pointed out the training goals for each module that are in the Training Plan but further information about each specific module will not be available until the training is developed. Sarah also noted that Comprehensive training will be developed initially for the Implementation Team members and during that training adjustments will be made as necessary. Once that is complete, more specific information related to each module can be developed.</p>
7	Lessons Learned Deliverable	Sarah Brooks	Implementation Team approved the template for documenting Lessons Learned.	<p>Attached is the initial draft of the Lessons Learned deliverable. This is a dynamic document that will be updated as lessons learned are submitted by stakeholders. Final approval of the deliverable will be requested of the project supervisor as part of the project closeout.</p> <div style="text-align: center;">  WBS 5 2 ICD-10 Implementation Proje </div>
8	Project Schedule	Sarah Brooks	Sarah will send Implementation Team members the updated project schedule each month.	<p>Deliverables highlighted in pink are complete. Deliverables in progress will have check marks in the first column. Dates highlighted in red indicate changes in baseline dates. For 2.5-7, the dates were incorrect since this deliverable cannot be done until several other deliverables are complete.</p> <p>Items behind schedule: NONE</p> <div style="text-align: center;">  ICD-10 Project Schedule by Tasks Ba </div>

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9	Issues Log	Sarah Brooks	<p>Sarah will send current Issues Log/Risk Matrix each month. New issues/risks will be identified during Implementation Team meetings.</p> <p>In reference to issue 35, Joy Reed will ask Dennis Williams to discuss this with DMA to ascertain if anyone at DMA is working on matching up the CPT and ICD-10 codes and, if so, who is the point person. – Follow up needed</p> <p>In reference to issue 1, Implementation Team members recommended that this item not be discussed by the team until they have completed Comprehensive Training and conducted their Business Impact Assessments. Added to Log - attached</p> <p>The team recommended that a new issue be added relative to ICD-10 impacts with HIE and HIT. Done</p>	<p>Updated Issue Log/Risk Matrix attached.</p>  <p>ICD-10 Implementation Proje</p>
10	Other	All		
11	Adjourn	All		Noon
Next Meeting Date: Monday, June 18, 2012, 11:00am – 12:30pm; Computer Training Room (Bldg 3, 2nd Floor) and Webinar Access				