HTH 20 Month ICD-10 Readiness Program

March 2013 through November 2014

PROGRAM ELEMENTS:

1. Mgmt and Oversight – HomeTown Health
2. Project Mgmt – Reporting – Tyler Wallace
3. 5 Tracks of Training – HCCS
4. Policy and Procedure – Webinars - MMM
5. Education Pre-requisites and new ICD-10 Course development - HTHU

TIMELINE:

Activity Timeline

- Education and Training: March 2013 – November 2014
- Planning and Assessment: March 2013 – January 2014
- Implementation Activities (gap analysis, design, development, internal testing): January 2013 – January 2014
- External Testing: January 2014 – September 2014
- Compliance Date: October 1, 2014

DISCLAIMER:

All reasonable steps are taken to assist hospitals in meeting the October 1st, 2014 deadline with minimal impact to the operations of the hospital. (Due to various external factors, Small Jumps cannot be held reliable if the facility does not achieve ICD-10 compliance. These factors can be, but are not limited to: poor cooperation by hospital, technology vendor unprepared to make transition, lack of coder training, etc.)

PRESS RELEASE:

Georgia Rural Hospitals Get ICD-10 Help

HomeTown Health is helping its 55+ member hospitals prepare for the ICD-10 transition through a Web-based readiness program. "Every hospital is concerned about the potential adverse administrative effects, as well as coding backlogs, that can occur during the transition to ICD-10," said Jimmy Lewis, CEO. We have the opportunity to leverage HomeTown’s ICD-10 educational products and services, which ensure that staff are fully educated and comfortable in the new coding environment prior to ICD-10 conversion."
The ICD-10 Readiness Program provides hospitals and healthcare organizations with hands-on training, assessment services and coding technology for ICD-10 adoption. The introductory offering of HomeTown’s ICD-10 Tool Box consists of:

- ICD-10 Fundamentals educational
- ICD-10 Readiness assessment
- 12 ICD-10 Webinars
- ICD-10 Team Development – Training
- ICD-10 Monthly Checklist
- ICD-10 Project Management

"Given Canada's experience of a 23 to 50 percent decrease in coder productivity during their ICD-10 conversion, we created an ICD-10 Readiness Tool Kit and Readiness Program to help keep our hospitals running smoothly and effectively during the conversion."

**SMALL JUMPS PROJECT MGMT:**

**Objectives**

Rural hospitals are given a user-friendly project management tool and customer support to achieve compliance by the ICD-10 transition date of October 1, 2014.

**In Scope**

- Project Management Software:
  - Add / Manage End-Users
  - Deploy customized project plan with attached documentation
  - Hosted on Small Jumps’ Teamwork PM account
- Communication:
  - Deliver Milestone and Risk Assessment reports to local Project Manager and Executive Sponsor monthly
  - Track project progress and escalate threatened deadlines
  - Respond to all inquiries within 24 business hours (Monday – Friday)

**Out of Scope**

- Projects outside of the ICD-10 conversion
- Coding training materials for ICD-10 conversion
- Hospital site visits
- Vendor negotiations
5 TRACKS OF TRAINING FROM HCCS

- **ICD 10 Introduction: All staff should and must attend**

  - Explanation of ICD 10, Benefits/Goals, Expectations, Deadlines (We suggest that All attend)

Location: Webinar or on-site.
Time expectation: 45 minute to 1 hour plus 15 min for test. Up to 3 separate sessions to allow for time constraints of attendees.

**Track 1: Nurses, Coders, Transcriptionists, Radiology, Lab, Case Management, U/R**

- ICD History; ICD 10 basics; Comparison to ICD 9; ICD 10 structure and format; Conventions and Guidelines.
- Medical Terminology
- Basic Anatomy and Physiology
- Advanced Anatomy and Physiology

Location: Webinar or on-site.
Time expectation: 45 minute to 1 hour plus 15 min for test for each class; we need four classes to cover this subject. Up to 3 separate complete sessions to allow for time constraints of attendees.

**Track 2: Nurses, Coders, Transcriptionists, Radiology, Lab, Case Management, U/R**

- ICD History; ICD 10 basics; Comparison to ICD 9; ICD 10 structure and format; Conventions and Guidelines.
- Advanced Anatomy and Physiology
Location: Webinar or on-site.
Time expectation: 45 minute to 1 hour plus 15 min for test for each class; we need 4 classes to cover this subject. Up to 3 separate complete sessions to allow for time constraints of attendees.

**Track 3: Physicians, Nurses, Case Management, U/R Committee, Coders, HIM Staff**

- ICD History; ICD 10 basics; Comparison to ICD 9; ICD 10 structure and format; Conventions and Guidelines.
- CDI: What’s in it for me? Provider and facility profiling; Value based purchasing of Healthcare
- CDI: What is CDI and the requirements under ICD 10
- CDI: OP and IP documentation Tips under ICD 10
- CDI: Comparison of documentation of common diagnoses under ICD 19 and ICD 10

Location: Webinar or on-site.
Time expectation: 45 minute to 1 hour plus 15 min for test for each class; we need 2 to 3 classes to cover this subject. Up to 3 separate complete sessions to allow for time constraints of attendees.

**Track 4: Coders. HIM Staff, Case Management, Utilization Review, Business Office/Finance, Administration**

- ICD History; ICD 10 basics; Comparison to ICD 9; ICD 10 structure and format; Conventions and Guidelines.
- Financial Implications and Reimbursement under ICD 10
- Assess ICD 10 impact on claims processing and productivity
- Identifying front-end edits based on the new ICD 10 code logic
- Develop action plans for post implementation payment issues (includes cross-walking both coding systems)
- Assess ICD 10 impact on both the inpatient and outpatient revenue cycles
- Update medical necessity coverage determination policies

Location: Webinar or on-site.
Time expectation: 45 minute to 1 hour plus 15 min for test for each class; we need 2 to 3 classes to cover this subject. Up to 3 separate complete sessions to allow for time constraints of attendees.

**Track 5: HIM staff, UR committee, Coders, Business Office**

- ICD History; ICD 10 basics; Comparison to ICD 9; ICD 10 structure and format; Conventions and Guidelines.
- Coding Essentials for ICD 10
- Assess ICD 10 impact on both internal and external review criteria
- Assess impact on Trauma Registries, Tumor Registries, and other clinical research provided to external agencies.
- Training clinic staff and coders in basic ICD-10-CM coding (ICD-10-PCS if necessary)

Location: Webinar or on-site.
Time expectation: 45 minute to 1 hour plus 15 min for test for each class; we need 2 to 3 classes to cover this subject.
Up to 3 separate complete sessions to allow for time constraints of attendees.
WHO SHOULD ATTEND WHICH TRACK?
These are only suggestions and anyone can attend any track if they feel they will benefit from the info provided. There will be a short test after every session for every topic in each track.

- ICD 10 Introduction: All should and must attend
- Track 1: Nurses, coders, Transcriptionists, Radiology, Lab, Case management, Utilization Review
- Track 2: Nurses, coders, Transcriptionists, Radiology, Lab, Case management, Utilization Review
- Track 3: Physicians, Nurses, Case Management, Utilization Review Committee, Coders, HIM Staff
- Track 4: HIM Staff, Coders, Case Management, Utilization Review, Business office/Finance, Administration
- Track 5: HIM staff, UR committee, Coders, Business Office

We understand that ICD-10 is still evolving and we will continuously update our information on every topic presented. From time to time there will be more relevant or more current information available where it would be worthwhile to have another training session. We would also recommend refresher sessions every 6 months or so to ensure that attendees maintain a full understanding of every subject.

Webinars and on-site training sessions will be presented by HCCS Director of Medical Consulting Terrance Govender MD, MBBCh, CHBC, C-CDI and HCCS VP Coding Services Lynda Starbuck MS, RHIA, AHIMA Certified ICD-10 Trainer, C-CDI