ICD-10 Service Offering Summary
Summary of ICD-10 Education and Training Services

To help your organization prepare for the transition to ICD-10, AAPC has assembled a comprehensive solution of ICD-10 training resources to help ensure your providers and staff is appropriately prepared for a smooth transition to ICD-10. The following section provides details on each of the available training resources and recommended timeframes:

**PHASE ONE  
Starting January 2013**

**Essentials of ICD-10-CM**

Essentials of ICD-10-CM is designed to provide attendees with a high-level overview and understanding of ICD-10. The training is ideal for administrators, clinical staff, front office, ancillary staff and others needing ICD-10 awareness and a basic understanding of ICD-10, but who are not directly involved in implementation, coding and/or clinical documentation activities. The training is an excellent resource to help build organizational awareness of ICD-10 and support around implementation efforts that will be needed to transition.

Essentials of ICD-10-CM can be provided either onsite or in a web-based format:

- Onsite training is approximately 4-hours in length and will be conducted by one of AAPC’s ICD-10 trainers. Onsite sessions are ideal for small to large group settings.
- Web-based training is offered as an on-demand webinar style format. The web-based training has been broken out into separate tracks (one for clinical staff such as nurses and physicians and the other track is designed for non-clinical employees). Each track is approximately 1-hour in length. Web-based training is ideal for larger organizations with multiple facility locations.

**Implementation Training**

AAPC’s ICD-10 Implementation Training is a 2-day boot camp designed to educate organizations on the impact ICD-10 will have on their organization and provide tools, strategy and information to help them prepare for the transition to ICD-10. The training will cover the following topics:

- Where to Begin – Organizing the Implementation Effort
- Understanding the Information Technology Impact
- What Needs to Change – Assessing Other Key Areas of Impact
- Identifying Documentation Challenges
- Building Your ICD-10 Action Plan
- Budgeting for ICD-10
- Planning Training Approaches and Resources
- Successfully Measuring Outcomes
- Introduction to ICD-10 Coding – Crosswalks and Mapping
- Hands-on Coding Exercises and Documentation Case Studies
- Templates, Tools, and Resources + Course Manual and ICD-10-CM Book

**Who Should Attend:**

Implementation training is ideal for staff, managers, administrators or clinical staff who will be involved in ICD-10 planning and implementation within the organization.

**Details:**

Trainings are currently being offered in bootcamps across the country until June, 2013. For a schedule of Boot Camp dates and locations please visit our website at: [http://www.aapc.com/ICD-10/bootcamp.aspx](http://www.aapc.com/ICD-10/bootcamp.aspx)

For larger organizations that wish to have multiple people receive the implementation boot camp training, we offer customized onsite training at your organization. On-site trainings require 10 or more attendees. AAPC members will also receive 16 continuing education unites (CEU’s) at the completion of the course.
Anatomy and Pathophysiology for ICD-10

With the increase of specificity found in the ICD-10-CM code set, coders will need to have a stronger understanding of anatomy and disease processes as they pertain to coding. AAPC has developed an Anatomy and Pathophysiology (A&P) training course that is designed to prepare coders for the advanced specificity and the stronger clinical knowledge requirements that will be necessary for proper selection of ICD-10-CM code sets.

The A&P training is provided as an online, on demand, distance learning program that allows users the flexibility to take the course from anywhere and work at their own pace. The program covers all body systems in 14 modules that use multimedia presentations along with downloadable manuals. Each module includes evaluation quizzes to solidify and assess the learning process.

Details:

A&P training is recommended for coders and is currently being offered online through AAPC. AAPC members will also receive 14 continuing education unites (CEU’s) at the completion of the course.

Provider Documentation Readiness Assessments

Typical documentation and coding assessments focus on correct CPT and diagnosis coding for medical necessity. Our ICD-10 readiness assessment focuses on diagnosis identification by evaluating your provider’s current clinical documentation practices to determine how well it will support ICD-10 specificity requirements.

An initial baseline assessment should be conducted prior to beginning any training and education. The baseline will be used to establish your organization’s current documentation practices, identify documentation deficiencies and notable trends that will need attention during the training process. The results of the assessment will also be used to help educate providers and builds awareness of the significance of ICD-10 on their practice and buy-in for training.

Following the baseline assessment providers should receive the clinical requirements training. After training has occurred, we recommend planning follow-up audits at least every 3-6 months prior to the implementation deadline for providers who do not meet a 90% documentation standard. This process will help to evaluate further training needs and prepare providers in becoming compliant with documentation requirements for ICD-10-CM.

Details:

To conduct an adequate baseline evaluation we recommend a sample size of 10 encounters (dates of service) be selected and reviewed for each provider being evaluated. This will enable us to effectively identify deficiencies and notable trends.

At the conclusion of the assessment we will provide you with a detailed report for each provider evaluated. The report indicates if the current documentation will support ICD-10-CM and highlight any deficiencies along with documentation tips and improvement recommendations.

In addition to the audit reports, we can also provide post assessment education at your request. Training can be conducted onsite or remotely and will be tailored to meet any specific organizational needs. Post assessment trainings are not intended to be comprehensive code set and documentation training (such as what is provided in the clinical requirements of ICD-10 for Providers). Rather, these trainings focus on reviewing the assessment results and providing specific feedback on needed documentation improvements and general ICD-10 information.
PHASE TWO
Starting July 2013

General Code Set Training

With the transition to ICD-10 current code sets will under-go a significant restructuring as well as increasing from 14,000 to approximately 69,000 codes. This change will require providers, coders and billing staff to learn new codes and coding concepts.

General Code Set training is designed to give attendees a comprehensive understanding of guidelines and conventions of ICD-10, as well as, fundamental knowledge of how to decipher, understand, and accurately apply codes in ICD-10. Specifically, the training will focus on:

- Overview of the code set
- ICD-10 format and structure
- Complete and in-depth ICD-10 guidelines
- Nuances found in the new coding system with coding tips
- Coding case studies and exercises

Our curriculum for code set training is broken out by ICD-10-CM or ICD-10-PCS and can be provided either directly by AAPC or through a “train-the-trainer” model for larger organizations. The following details the various courses and training options:

Option 1: Online Code Set Training

AAPC offers an online code set training program that incorporates many elements supported by iNACOL (National Standards for Quality Online Learning) to ensure effective learning methods including the following:

Instructional Design

- The course uses learning activities to engage users.
- Content is organized by lesson goals using logical sequencing.
- Assessments that provide multiple learning opportunities for content mastery.
- The course provides users with multiple mediums such as video, animation and graphics to engage users in a variety of ways.
- The course design provides explicit communication / activities that confirms if users are engaged and progressing.

User Assessments

- Course structure incorporates evaluation methods to assess user’s mastery of the content.
- The course uses ongoing and frequent assessments to provide real-time feedback.
- Assessment tools and course design give users continuous awareness of their progress in the course and mastery of the content.

Technology

- Courses utilize the latest technology tools and a simple and easy to use interface.
- Minimal technology requirements are needed which allows use from any computer and internet connection.

Online training will be available starting July 2013. The course comprises approximately 16 hours of comprehensive training and can be self paced by the user. In addition to access to the online course, users will also receive an ICD-10-CM work book and the ICD-10-CM codebook. Attendees of the course will also receive up to 16 CEU’s towards their continuing education requirements.

Online training for ICD-10-PCS is also available
Option 2: AAPC Onsite Instructor Code Set Training

An alternative to online code set training is to have an AAPC ICD-10 instructor provide onsite code set training for your organization. The code set training is conducted in a classroom style format and would be conducted over two (2) days that includes sixteen (16) hours of intensive general ICD-10 code set training.

Each attendee will receive the AAPC ICD-10 Work Book and ICD-10 codebook. The onsite training course is approved for 16 CEU’s through the AAPC. The client will be responsible for providing facilities and A/V equipment necessary for the training.

Onsite training for ICD-10-PCS is also available.

Option 3: Train the Trainer for ICD-10

For larger organizations we offer a Train the Trainer model that consists of a three-day ICD-10-CM intensive training course that will be conducted onsite at your facility. The course is designed to train attendees so they will be experts on ICD-10-CM and be able to prepare and train others within the organization on ICD-10-CM code sets.

Note: selected trainers must hold a current coding certification or be a clinician in order to become a certified ICD-10 trainer.

Attendees will receive the AAPC’s ICD-10-CM instructor code set manual and ICD-10-CM codebook. At the completion of the course, attendees will be given a Proficiency Examination and be awarded certification as an AAPC Certified ICD-10 Trainer upon successful completion. We will also provide trainers with the instructional Power Points and speakers notes along with detailed rationales for coding exercises. This course has been approved for 21 Continuing Education Units (CEU’s) through the AAPC.

The ICD-10-CM training agenda includes chapter specific coding guidelines, case examples (which can be customized for the client upon request) and exercises as outlined below:

1. Infectious and Parasitic Diseases
2. Neoplasms
3. Diseases of the Blood and Blood-Forming Organs
4. Endocrine, Nutritional and Metabolic Diseases
5. Mental and Behavioral Disorders
6. Disease of the Nervous System
7. Diseases of the Eye and Adnexa
8. Diseases of the Ear and Mastoid Process
9. Diseases of the Circulatory System
10. Diseases of the Respiratory System
11. Diseases of the Digestive System
12. Diseases of the Skin and Subcutaneous Tissue
13. Diseases of the Musculoskeletal System and Connective Tissue
14. Diseases of the Genitourinary System
15. Pregnancy, Childbirth and the Puerperium
16. Newborn (Perinatal)
17. Congenital Malformations, Deformations and Chromosomal Abnormalities
18. Symptoms, Signs and Abnormal Clinical and Laboratory Findings
19. Injury, Poisoning and Certain Other Consequences of External Causes
20. External Causes of Morbidity
21. Factors Influencing Health Status and Contact with Health Services

Train the Trainer is also available for ICD-10-PCS.

Licensure Rights for Curriculum

If you elect to utilize Train the Trainer and provide internal code set training, AAPC can provide ICD-10 code set training manuals to be used within your organization to conduct training to your employees on a licensure basis. The manuals are the same ones provided as part of the stand alone Code Set Training.
**Code Mapping**

AAPC provides comprehensive ICD-9 to ICD-10 mapping services. Our three step ICD-10 mapping process will ensure your organization has accurate forward and backward mapping of ICD9 to ICD10 codes. The mapping also details out additional code selection choices and provides instructional note—enabling you to update your policies and processes, and minimize the impact of the ICD-10 transition to your revenue cycle. Completed mapping will be provided in an excel format.

AAPC’s Three-Step ICD-10 Mapping Process:

### Forward Mapping

AAPC expert coders conduct a forward mapping by individually comparing and mapping every ICD-9 code with its ICD-10 counterpart.

<table>
<thead>
<tr>
<th>ICD-9-CM (Descriptor)</th>
<th>ICD-10-CM (Descriptor)</th>
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</thead>
<tbody>
<tr>
<td>3572 (Polyneuropathy in diabetes)</td>
<td>E0842 (Diabetes mellitus due to underlying condition with diabetic polyneuropathy)</td>
</tr>
<tr>
<td></td>
<td>E0942 (Drug or chemical induced...)</td>
</tr>
<tr>
<td></td>
<td>E1042 (Type 1 diabetes...)</td>
</tr>
<tr>
<td></td>
<td>E1142 (Type 2 diabetes...)</td>
</tr>
<tr>
<td></td>
<td>E1342 (Other specified...)</td>
</tr>
</tbody>
</table>

### Backward Mapping

AAPC professionals complete a backward mapping by reviewing every ICD-10 code with its ICD-9 predecessor.

<table>
<thead>
<tr>
<th>ICD-10-CM (Descriptor)</th>
<th>ICD-9-CM (Descriptor)</th>
</tr>
</thead>
<tbody>
<tr>
<td>E0842 (Diabetes mellitus due to underlying condition with diabetic polyneuropathy)</td>
<td>3572 (Polyneuropathy in diabetes)</td>
</tr>
<tr>
<td></td>
<td>24960 (Secondary diabetes mellitus with neurological manifestations, not stated as uncontrolled, or unspecified)</td>
</tr>
</tbody>
</table>

### Quality Review

Each code AAPC is independently examined to remove inherent mapping flaws, clarify unspecified I-9 codes, clarify combination codes and additional choices, etc. Coding experts also include useful comments that should prevent application errors such as “code first” and “code also” instructional notes.

**Additional Choices**

- E0840 (Diabetes mellitus due to underlying condition with diabetic neuropathy, unspecified)
- E0940 (Drug or chemical induced diabetes mellitus with neurological complications with diabetic neuropathy, unspecified)
- E1040 (Type 1 diabetes mellitus with diabetic neuropathy, unspecified)
- E1140 (Type 2 diabetes mellitus with diabetic neuropathy, unspecified)
- E1340 (Other specified diabetes mellitus with diabetic neuropathy, unspecified)

**Instructional Notes**

Poisoning due to drug or toxin, if applicable (T36-T65 with fifth or sixth character 1-4 or 6)

Use additional code for adverse effect, if applicable, to identify drug (T36-T50 with fifth or sixth character 5)

Use additional code to identify any insulin use (Z79.4)
PHASE THREE

Starting January 2014

**Specialty Specific Code Set Training**

All coders are recommended to take general code set training. In addition, AAPC will provide Specialty Specific Code Set Training for coders who wish to take more advanced specialty specific training. Training will be made available starting January 2014 and will be either 4 or 8 hours in length depending on the specialty. The course provides an in-depth understanding of specialty specific nuances and additional hands on coding exercises. Coders continuing their education through these courses will truly be expert coders in that specialty. These courses qualify for 4 or 8 CEUs.

The following specialties are available for specialty specific code set training:

<table>
<thead>
<tr>
<th>8 hour courses</th>
<th>4 hour courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Surgery / Gastroenterology</td>
<td>ENT</td>
</tr>
<tr>
<td>Orthopedics</td>
<td>Cardiology</td>
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<tr>
<td>Anesthesiology</td>
<td>OB/GYN</td>
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<tr>
<td>Pediatrics</td>
<td>Dermatology</td>
</tr>
<tr>
<td>Family Practice / Internal Medicine</td>
<td>Urology</td>
</tr>
<tr>
<td>Emergency Medicine</td>
<td>Behavioral Medicine</td>
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</table>

Specialty Specific Code Set Training will be available through online training.

**Clinical Requirements of ICD-10-CM for Providers**

Clinical Requirements of ICD-10 for Providers is designed for physicians and mid-level practitioners. Courses are offered by medical specialty and are intended to teach ICD-10-CM documentation requirements at the physician level. These courses are developed by physicians, for physicians and call out the critical documentation practices that are required to maintain reimbursement once the ICD-10 transition occurs. In addition, the top clinical conditions for each specialty are specifically addressed with an emphasis on their associated documentation and coding requirements.

- Learn to document and code for ICD-10 (choose from 20 specialties)
- Taught by a physician and from a provider’s perspective
- Teaches providers the structure, guidelines, and requirements for ICD-10-CM
- Reviews case examples, and top 50 codes (per specialty).

Clinical requirements for providers will be taught online through an e-learning format and will be available starting August 2013. Web-based training offers several advantages including: greater flexibility for busy physician schedules, training can be referenced and replayed as often as needed, and is more cost effective for locations with small number of providers. Training sessions will be approximately 3 hours in length. Specialties offered include:

- General
- Anesthesia
- Cardiology
- Dermatology
- Emergency Department
- Family Practice
- Gastroenterology
- General Surgery
- Internal Medicine
- Mental and Behavioral
- Neurology
- OB/GYN
- Ophthalmology
- Orthopedics
- Otolaryngology (ENT)
- Pathology
- Pediatrics
- Pulmonology
- Radiology
- Urology

Courses are approved for CME credit for providers.
Contact Us

For more information regarding our ICD-10 and Audit services please contact a member of our AAPC Client Services team:

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