IMS™ | Intelligent Medical Software

ICD-9 to 10 Crosswalk User Guide

03162014

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Contents

Introduction

The International Classification of Diseases (ICD) provides a system for assigning codes to diagnoses and procedures. These codes are used by providers to track health conditions, signs, symptoms, abnormal findings, complaints, and other causes and indicators of injury or disease.

The current active version of diagnosis codes is ICD-9. Everyone who is covered by the Health Insurance Portability Accountability Act (HIPAA) needs to transition to ICD-10 diagnosis codes on October 1, 2015—the new compliance date.

The existing ICD-9 codes should be used for diagnoses made before the compliance date. For diagnoses made on or beyond that date, ICD-10 codes should be used.

This IMS 03162014 build supports both ICD-9 and ICD-10 codes, including the necessary setup features. When applying diagnosis codes in the Visit Note, SuperBill and Charge Posting modules, IMS will check the service date and the ICD-10 compliance date and accordingly provide the compliant diagnosis code to the user.

To help you work with the new set of diagnosis codes and have a hands-on experience, IMS provides the Crosswalk feature for ICD-9 to ICD-10.

In future builds, the ICD-10 codes set and its related features will be improved and updated as required and as per feedback from clients.

ICD-10 Codes Setup

The IMS 03162014 build supports both ICD-9 and ICD-10 diagnosis codes. To suit your clinical needs and preferences, IMS has all required setup features for ICD-10 codes and the diagnosis search screen. You can change the setup and adjust the parameters of this feature directly in IMS.

Select a default ICD-10 code type

There are two types of ICD-10 codes: Clinical Modification (CM) and Procedure Coding System (PCS). When you add ICD codes in the **Setup Center** window, you can set any of these types as the default, based on the following guidelines:

- **CM**

  o For diagnosis coding in all healthcare settings.

  o Replaces ICD-9-CM for diagnosis coding.

- **PCS**

  o For coding inpatient procedures performed in hospital settings.

  o Replaces ICD-9-CM for coding inpatient procedures.

To select a default ICD-10 code type, do the following:

1. On the IMS menu bar, click **Setup**, and then click **User Parameters**.

2. In the filter box, type **icd-10**, and then click **Filter**.

3. When the **Default option for ICD-10 code type (Other)** user parameter appears in the center pane, click the list in the **Value** column, and then select a type of ICD code.
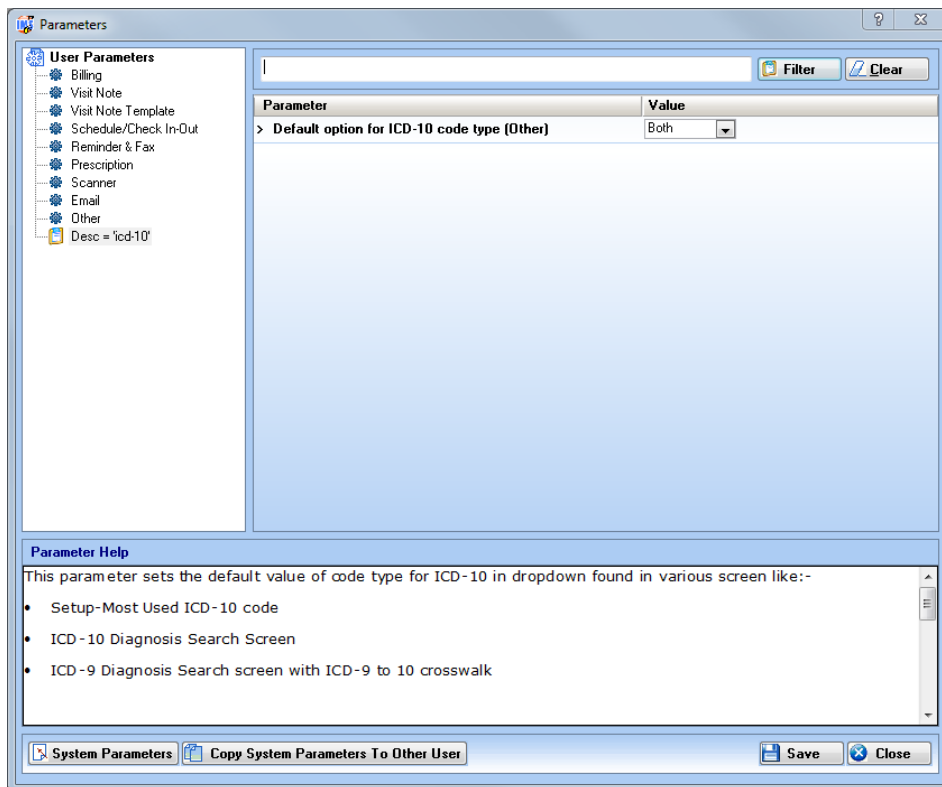

Figure 1 To select a default code type, click the list in the **Value** column of the **Default option for ICD-10 code type (Other)** user parameter, and then select a code type.

4. When you are done, click **Save**, and then click **Close**.

The code type that you selected for the **Default option for ICD-10 code type (Other)** user parameter appears by default in the **Code Type** column in the **ICD-10 Code** window.
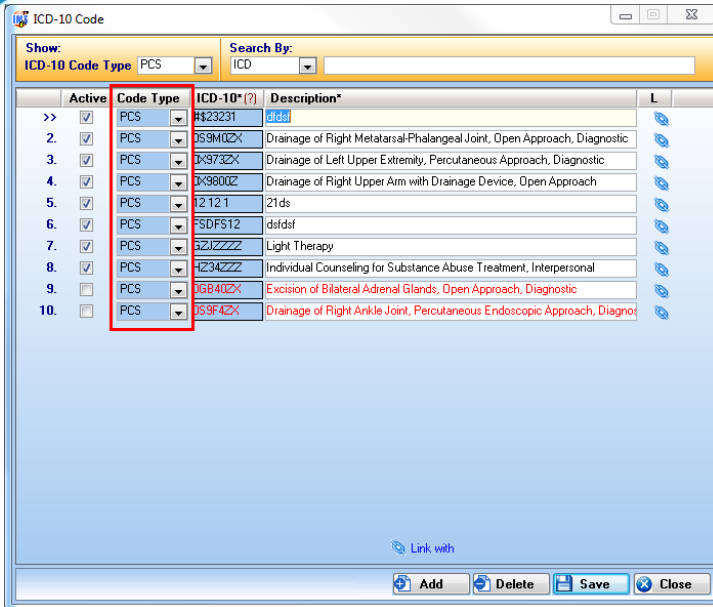
Figure 2 The default ICD-10 code type appears in the **Code Type** column of the **ICD-10 Code** window.

To access the **ICD-10 Code** window, click **Setup** on the menu bar, and then click **Bill**. In the left pane of the **Setup Center** window, double-click **ICD 10 Code**.
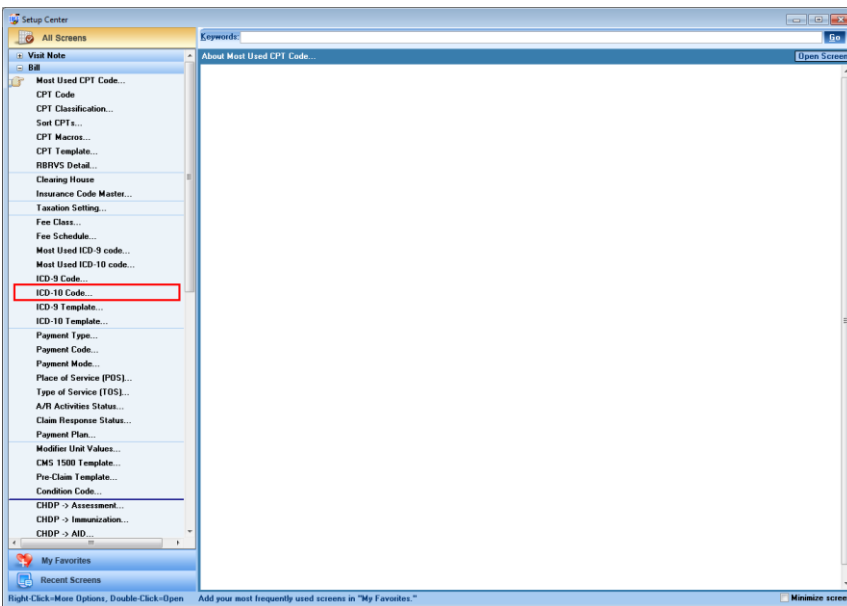

Figure 3 To set up ICD-10 codes, double-click **ICD-10 Code** in the left pane of the **Setup Center** window.

Set up most used ICD-10 codes

You can set up a list of the most used ICD codes. You can access this list quickly and easily from anywhere in the system.

To create the list of the most used ICD codes, follow these steps:

1. On the IMS menu bar, click **Setup**, and then select **Bill**.

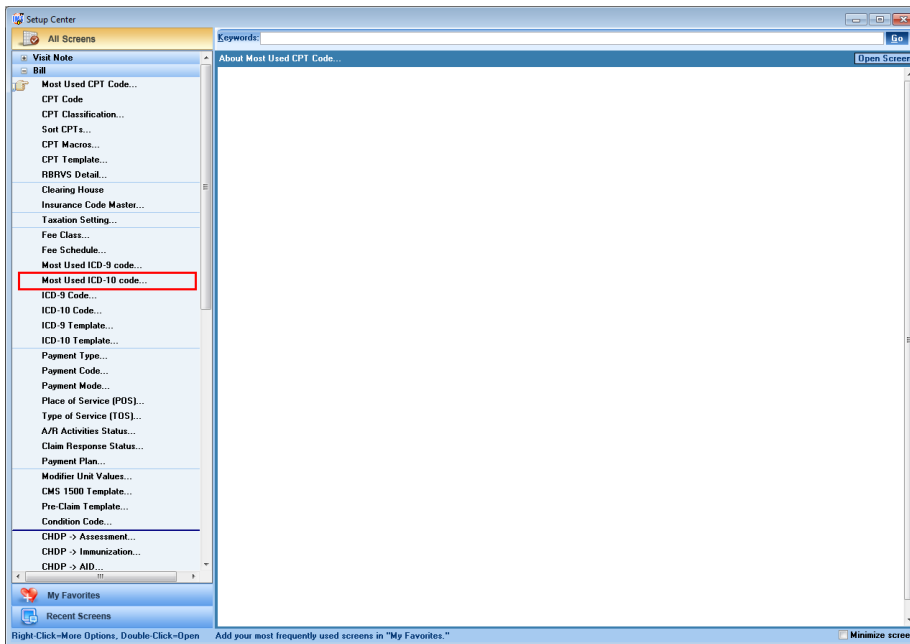2. When the **Setup Center** window opens, double-click **Most Used ICD-10 code**.

Figure 4 In the **Setup Center** window, double-click **Most Used ICD-10 code** to open the **Most Used ICD-10 Code** window.

3. When the **Most Used ICD-10 Code** window opens, enter the necessary ICD code details on the gold bar to filter the items in the left pane.

4. Select an entry in the left pane, and then click the right arrow symbol [image].
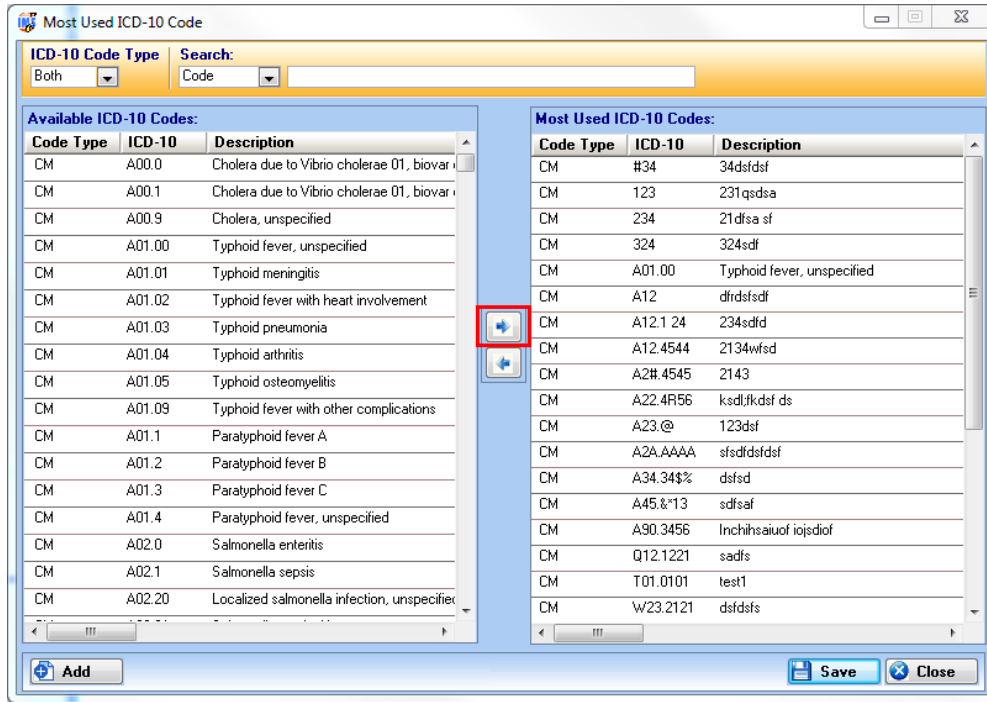
Figure 5 In the **Most Used ICD-10 Code** window, select an entry in the left pane, and then click the right arrow symbol to add that entry to the list of the most used CPT codes.

5. When you are done, click **Save**, and then click **Close**.

Add an ICD-10 code

You can add ICD-10 codes in the **Setup Center** window.

To add an ICD-10 code, follow these steps:

1. On the IMS menu bar, click **Setup**, and then click **Bill**.

2. When the **Setup Center** window opens, double-click **ICD-10 code**.

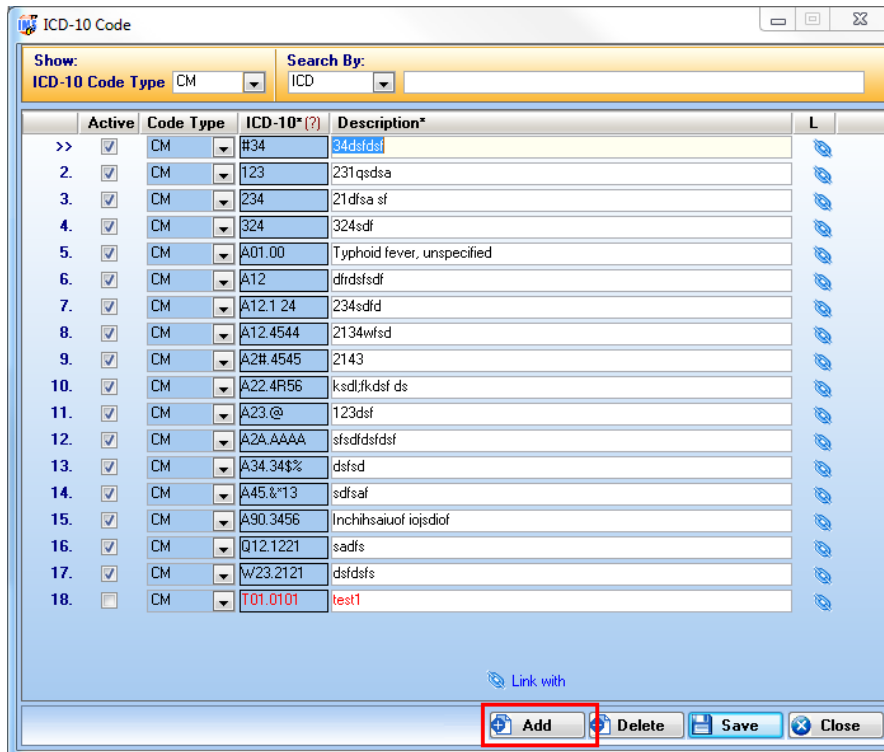3. When the **ICD-10 Code** window opens, click **Add**.

Figure 6 In the **ICD-10 Code** window, click **Add** to add an ICD-10 code.

4. Enter the necessary ICD-10 code details in the boxes under the **Active**, **Code Type**, **ICD-10**, and **Description** column headings.

5. Click **Save**.

6. If you want to link an ICD-10 code with other IMS features, click the **Link with** symbol 🔗.

7. When finished, click **Close**.

Add an ICD-10 template

You can organize the ICD-10 codes into templates based on your preferences or needs.

To add an ICD template, do the following:

1. On the IMS menu bar, click **Setup**, and then select **Bill**.

2. When the **Setup Center** window opens, double-click **ICD-10 Template**.

3. When the **ICD-10 Template** window opens, click **Add**.

4. Enter the details of the new template in the upper-right pane.

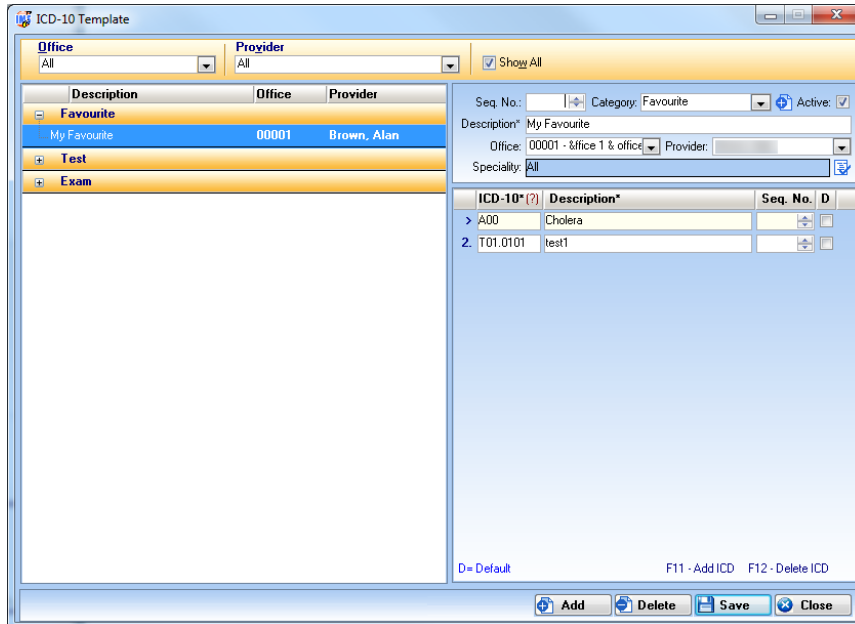5. Enter the details of the actual ICD-10 codes in the lower-right pane.

Figure 7 In the **ICD-10 Code Template** window, fill out the forms in the right pane to create a template for ICD-10 codes.

6. When you are done, click **Save**, and then click **Close**.

Link a Visit Note question template with an ICD code

You can link an ICD code with question templates in the Visit Note. This automatically associates ICD codes with patient diagnoses.

To link an ICD code with a Visit Note question template, do the following:

1. On the IMS menu bar, click **Setup**, and then click **Visit Note**.

2. In the left pane of the **Setup Center** window, double-click the label of the Visit Note question template that you want to customize.
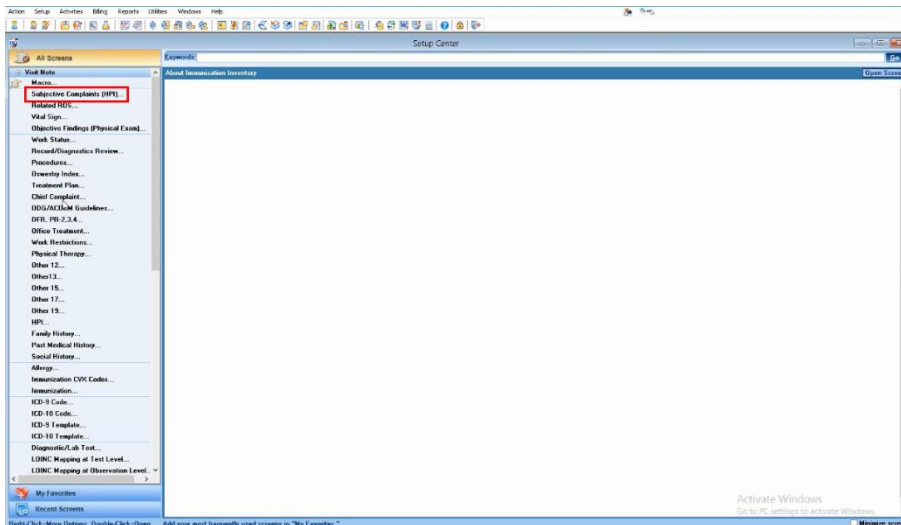

| Figure 8 In the **Setup Center** window, double-click the label of the Visit Note question template in the left pane.

3. When the *(Name of label)* window opens, select a question in the left pane, and then click **Link with**.
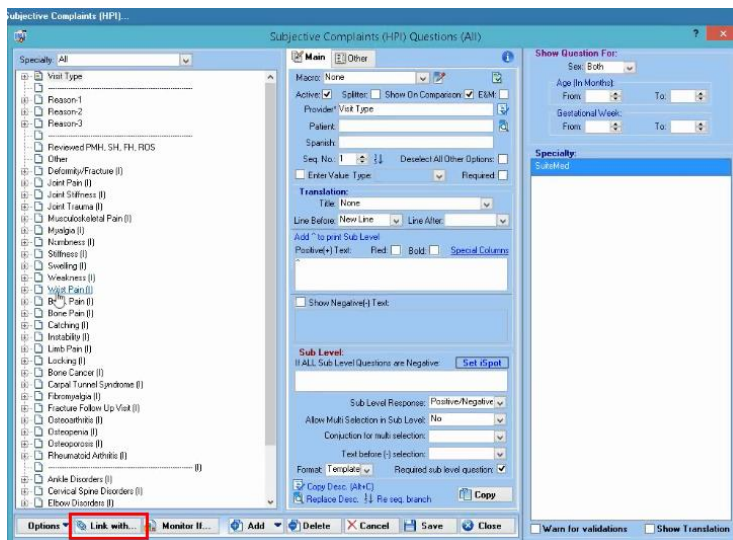

| Figure 9 In the *(Name of label)* window, select an entry in the left pane, and then click **Link with** to link a question with an ICD code.

4. When the **Link with** window opens, select either **ICD-9** or **ICD-10** in the left pane.

5. In the right pane of the **Link with** window, click the question mark **⟨?⟩** beside the **ICD-9** or **ICD-10** column heading.
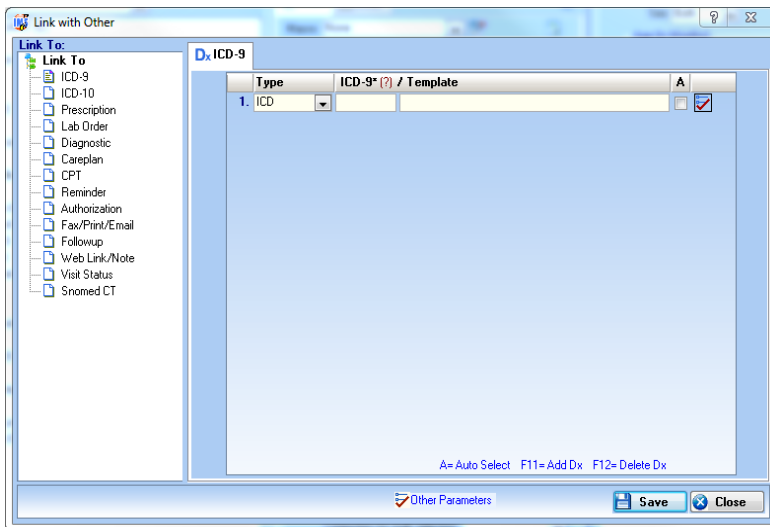

Figure 10 In the **Link with** window, select **ICD-9** or **ICD-10** in left pane, and click the question mark **⟨?⟩** in the right pane to open the **Search ICD** window.

6. When the **Search ICD** window opens, enter ICD details in the **Search** box, and then click **Search**.

7. In the center pane of the **Search ICD** window, select an ICD code, and then click **Ok**.

8. When you are done, click **Save**, and then click **Close**.

Link a question template with an ICD code through the Visit Note

You can also link an ICD code with a question template through the Visit Note module.

To link an ICD code to a question template through the Visit Note, follow these steps:

1. In the left pane of a patient's visit note, click a label.

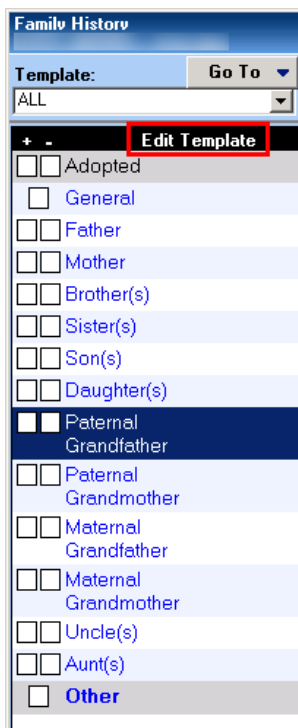2. When the (*Name of label*) window opens, click **Edit Template**.

Figure 11 In the (*Name of label*) window, click **Edit** to open the setup window of the selected label.

3. When the (*Name of label*) window opens, select a question in the left pane, and then click **Link with**.

4. When the **Link with** window opens, select either **ICD-9** or **ICD-10** in the left pane.

5. In the right pane of the **Link with** window, click the question mark beside the **ICD-9** or **ICD-10** column heading.

6. When the **Search ICD** window opens, enter ICD details in the **Search** box, and then click **Search**.

7. In the center pane of the **Search ICD** window, select an ICD code, and then click **Ok**.

8. When you are done, click **Save**, and then click **Close**.

Crosswalk

To facilitate your transition from ICD-9 and ICD-10 and provide firsthand usage of ICD-10, IMS provides the Crosswalk functionality for ICD-9 to ICD-10.

Crosswalk parameters

To use ICD-10 Crosswalk, you need to set the necessary parameters in IMS.

To set the ICD-10 Crosswalk parameters, follow these steps:

1. On the IMS menu bar, click **Setup**, and then click **System Parameters**.

2. On the filter bar of the **Parameters** window, type **icd-10**, and then click **Filter**.

3. Do the following:

- On the **Value** list for the **Enable dual diagnosis codes and Crosswalks in Search Screens (ICD-9 to ICD-10 and ICD-10 to ICD-9) (Modules/Features)** system parameter, click **Yes**.

- Leave the value for the **ICD-10 Compliance Date (ICD-10 Transition Date) (Modules/Features)** system parameter as is. It is set to **10/01/15** by default. This is the date that IMS will consider as the ICD-10 compliance date (also known as ICD-10 transition date).

Note:
Please be careful in changing the value of this parameter because it can impact major areas of the application. The value for this parameter must be the same as the ICD-10 compliance date set by CMS (*www.cms.gov/ICD10*). Please update it only in testing environments or when the value does not follow the ICD-10 compliance date specified by CMS.
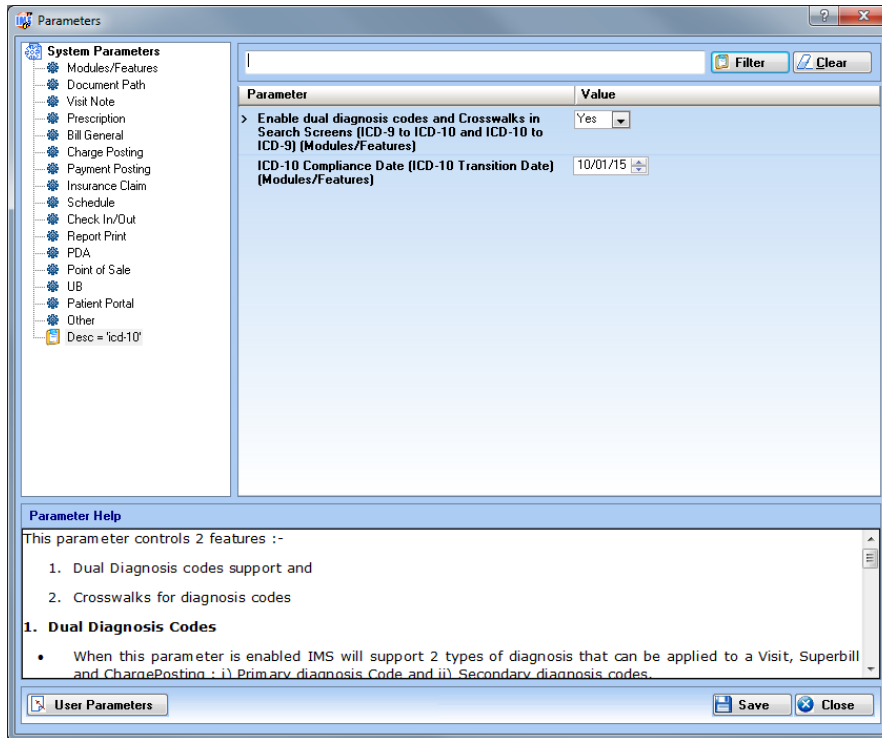

Figure 12 To enable ICD-10 Crosswalk, select Yes from the Value list for the Enable dual diagnosis codes and Crosswalk in Search Screens (ICD-9 to ICD-10 and ICD-10 to ICD-9) (Modules/Features) system parameter.

4. When you are done, click Save, and then click Close.

Use Crosswalk

If you have enabled Crosswalk, IMS allows you to map ICD-9 codes with their equivalent ICD-10 codes when you apply diagnosis codes for a visit before the compliance date. You can apply the codes through the Search ICD-9 window.

Apply diagnosis codes through the Search ICD-9 window. To open

the **Search ICD-9** window, click the question mark $^{(?)}$ beside the **(ICD)** column
heading in the following:

- **Patient Diagnosis** window (opened from the left pane of the Visit Note screen)

- **Superbill** window

- **Charge Posting** screen

Follow these steps:

1. In the **Search ICD-9** window, enter ICD-9 details in the **Search** box, and then click
   Search.

   The search results appear in the left **Results** pane.

2. Select an ICD-9 code in the left **Results** pane to view all its equivalent ICD-10
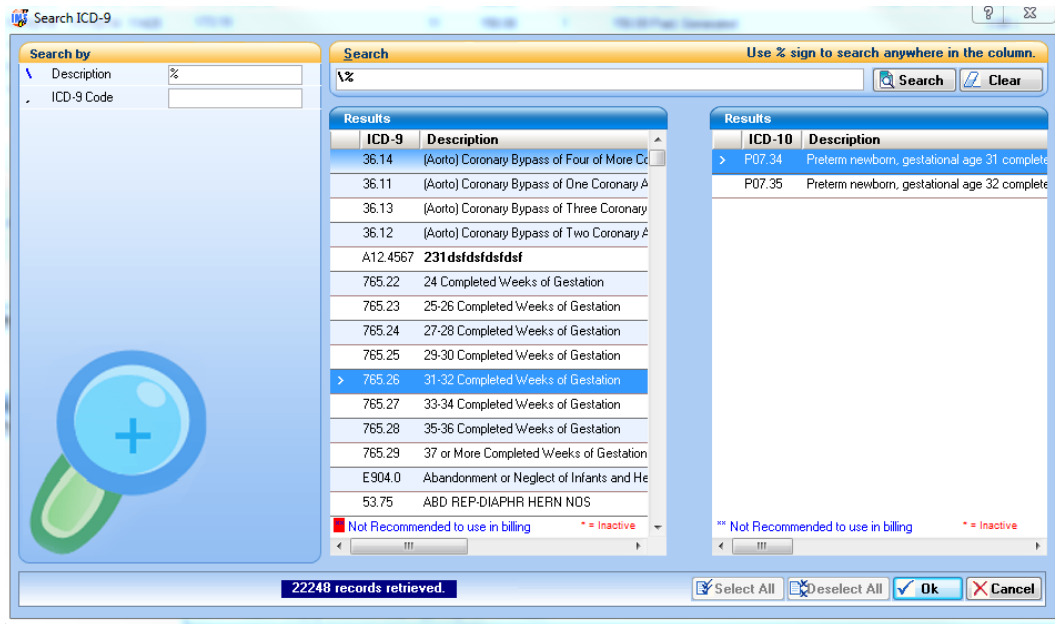   codes in the right **Results** pane.

Figure 13 In the **Search ICD-9** window, click an ICD-9 code in the left **Results** pane to view its equivalent ICD-10 code in the right **Results** pane.

3. Select an ICD-9 code in the left **Results** pane, and then select all the equivalent ICD-10 codes in the right **Results** pane.

4. When you are done, click **Ok**.

Apply diagnosis codes using drop-down lists or manual entry.

When you manually enter an ICD-9 code, or select an ICD-9 code from a drop-down list in the **ICD** column, the **Select ICD-10** window opens. This is available in the **Patient Diagnosis** window, **Superbill** window, and the **Charge Posting** screen.

If you enter a diagnosis code that is not in the database, the system opens the ICD-9 code screen, and then it asks you to add the code in the database.
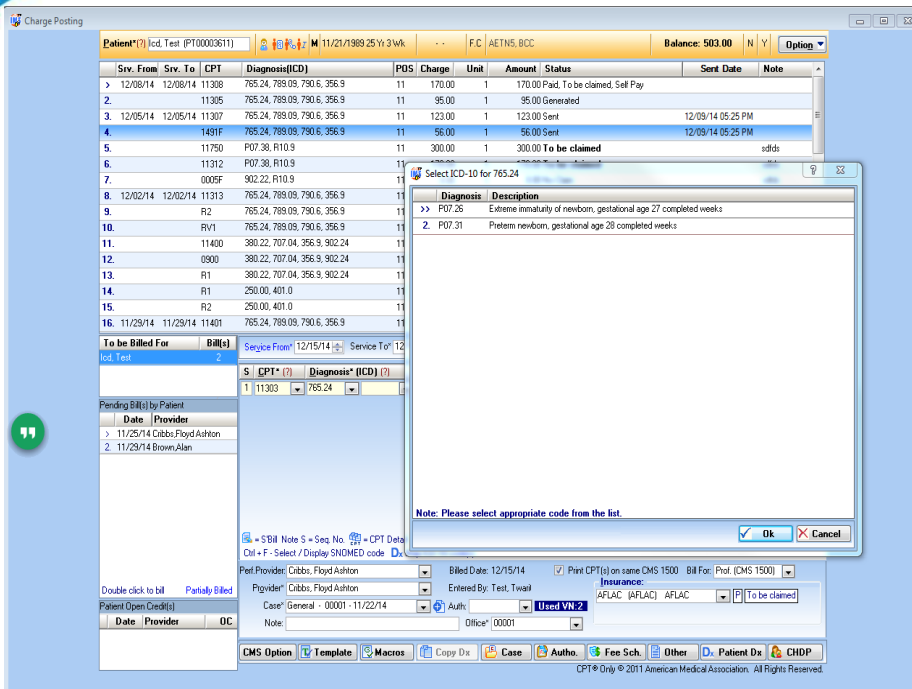
Figure 14 If you enter a diagnosis code that is not in the database, IMS oper the **Select ICD-10** window, and then asks you to add the code in the database.

View mapped ICD codes

When ICD-10 codes are mapped with ICD-9 codes, you can view them on the **Charge Posting** screen and in the **Patient Diagnosis** and **SuperBill** windows.

To view the mapped ICD codes, do the following:

1. On the IMS menu bar, click **Billing**, and then select **Charge Posting** to open the **Charge Posting** screen.

2. In the lower-right pane of the **Charge Posting** screen, click the **Map ICD code(s)** symbol to open the **Intelligent Medical Software (IMS)** window.

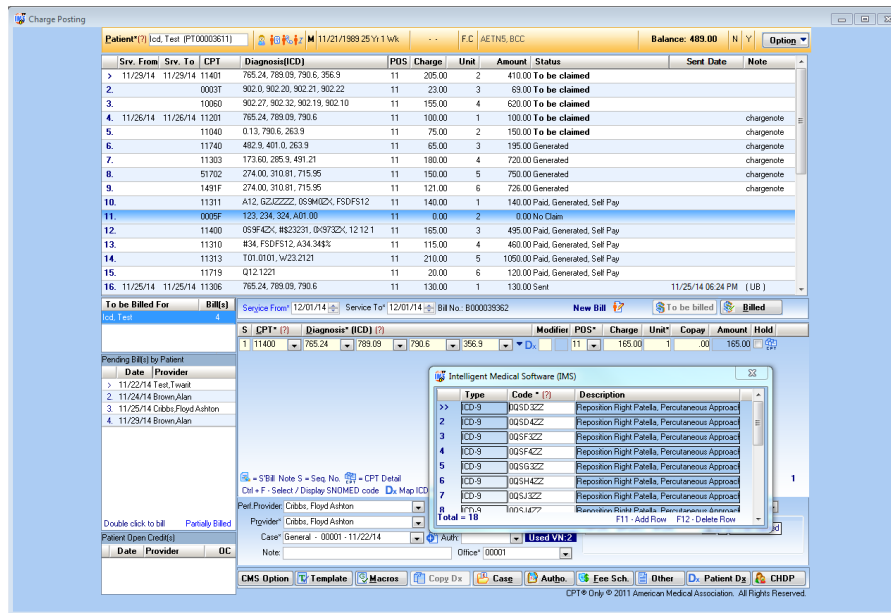The **Intelligent Medical Software (IMS)** window shows the details of the mapped ICD codes.

Figure 15 On the **Charge Posting** screen, click the **Map ICD code(s)** symbol **Dx** to open the **Intelligent Medical Software (IMS)** window and view the details of the mapped ICD codes.

Diagnosis Codes after the Compliance Date

After the ICD-10 compliance date, IMS will allow you to directly search, select, and apply ICD-10 codes on your patients' records.

For visits on or beyond October 1, 2015, the **Search ICD-10** window will open when you search diagnosis codes, replacing the **Search ICD-9** window.
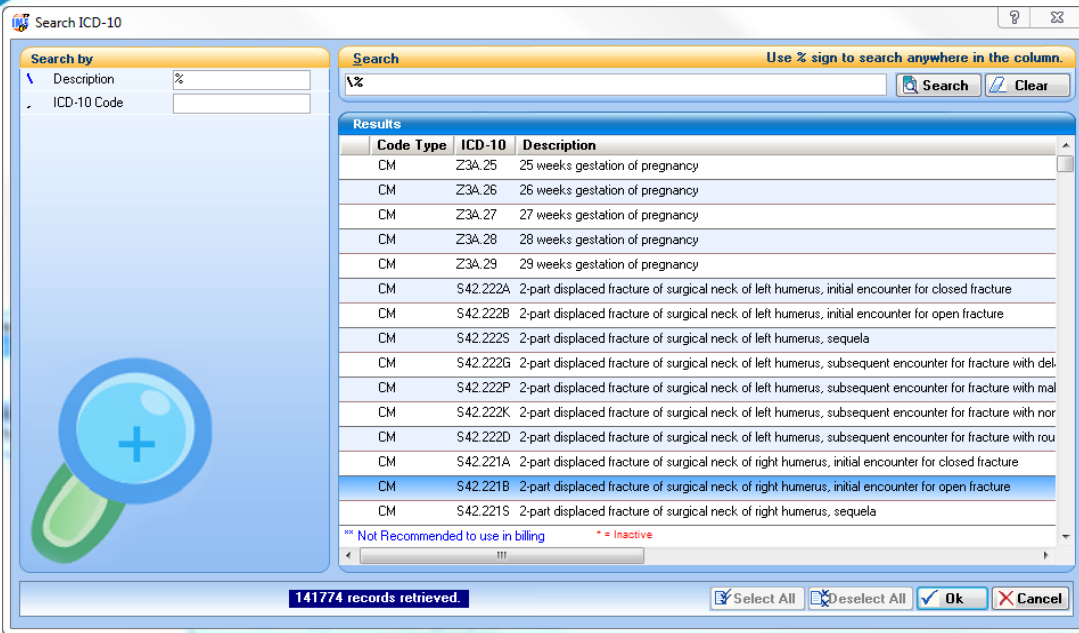
Figure 16 Instead of the **Search ICD-9** window, the **Search ICD-10** window opens when you search diagnosis code for visits beyond the compliance date.

ICD-10 codes will be applied to the charges that you post, and the corresponding claims will also contain the required ICD-10 codes in the format that comply with ICD-10.

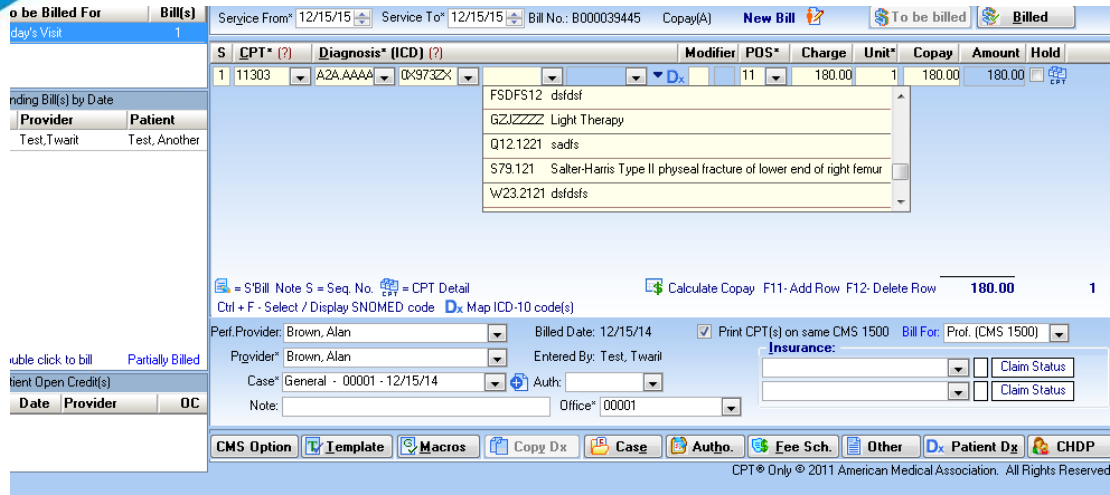Also, the diagnosis code drop-down list will show the list of the most used ICD-10 diagnosis codes.

Figure 17 After the ICD-10 compliance date, the diagnosis code drop-down
list will show ICD-10 codes.

In the future builds, the ICD-10 code sets and the ICD-10 related features will be improved and updated as necessary.