

Course Outline – Introduction to ICD-10 Coding Course

Module 1 – An Introduction to Clinical Coding

History and Background of the International Classification of Diseases and Related Health Problems

Features

The background of ICD-10 Coding in South Africa

Procedure Coding Classifications currently used in South Africa

South African Acts and Laws

South African ICD-10 Coding Standards

Standard electronic BHF/DXS ICD-10 Master Industry Table

Updating of the standard electronic BHF/DXS ICD-10 Master Industry Table

Advantages

Current Legislation

Prescribed Minimum Benefits (PMB's)

- Objective of PMB
- Tools to manage PMB's
- Rationale for CDL
- Specific uses of Morbidity Coding

Module 2 – ICD-10 Concepts, Rules and Definitions

Introduction to ICD-10

Classification

Nomenclature

Diagnostic Classifications

Procedural Classifications

Module 3 – Clinical Coding

A Clinical Coder

Role of the Clinical Coder

Source Documentation

Code of Ethics for Clinical Coders (South Africa)

Accuracy

- Individual Code Accuracy
- Totality of Codes

Relevant

Sequence of Codes

Primary Diagnosis Definition (PDX) – Morbidity

Secondary Diagnosis (SDX)

Valid Code

Co-morbidity

Complication

Sequelae (Late Effect)

Module 4 – Basic Principles of ICD-10 and Structure of a Code

Overview of the ICD-10 Classification

Content and Structure of ICD-10

- Content and Structure of ICD-10 Volume 1 – Tabular List
- Content and Structure of ICD-10 Volume 2 – Instruction Manual
- Content and Structure of ICD-10 Volume 3 – Alphabetical Index

Basic structure of a Code

Module 5 – Volume 3 – The Alphabetical Index – Structure

Volume 3 – The Alphabetical Index

General Structure of the Alphabetical Index (Volume 3)

Lead Terms

Locating the Lead term in the Index

Tentative code assignment

Modifiers in the Alphabetical Index

Non-essential Modifiers (NEM)

Essential Modifiers (EM)

Conventions used in the Alphabetical Index – Volume 3

Parenthesis

Point dash

Cross references in the Index

- See
- See also
- See condition
- See category

Abbreviations in the Alphabetical Index

- NEC

Dual Coding

- Dagger (†) and Asterisk (*) System / Convention
- Other Dual Coding Codes
 - Local Infections
 - Neoplasms with Functional Activity
 - Morphology Codes
 - Conditions classifiable to F00–F09
 - Toxic Agent
 - Injury, Poisoning, Adverse Effect

Module 6 – Volume 1 – The Tabular List – Structure

General Organization

- Chapters
 - Special Group Chapters
 - Body System Chapters
 - Other Chapters
 - Codes for Special Purposes
- Blocks or sub-chapters
- Three-character categories
- Four-character sub categories
- Fifth character levels
 - Fifth-character subdivision chapters
 - Chapter XIII
 - Chapter XIX
 - Fractures
 - Chapter XX
 - Fifth-character mandatory versus optional use

- The “U” codes
 - Non-disclosure of clinical information
 - Drug resistant tuberculosis unique to South Africa
 - Bacterial agents resistant to antibiotics

Conventions in the Tabular List (Volume 1)

- Inclusion notes/terms
- Exclusion notes/terms
- Punctuation Marks
 - Parenthesis or Brackets
 - Square Brackets
 - Colon
 - Lines
 - Point dash
 - Comma
- Abbreviations
 - NEC
 - NOS
- Type face in the Tabular List
 - Bold
 - Italics
 - Blocking

Module 7 – Chapter Specific Coding Rules

Chapter I – Certain infectious and parasitic diseases (A00–B99)

- B95–B97 Bacterial, viral and other infectious agents
- Human immunodeficiency virus (HIV) disease (B20–B24)
 - B20.0–B20.9
 - B21.0–B21.9

Chapter II – Neoplasms (C00–D48)

- Locating codes for Neoplasms
- Terminology
- Basic rules for coding neoplasms
- The structure of the Index when coding neoplasms
- The Neoplasm table
- Morphology of neoplasms
- Primary Malignancy
- Secondary Malignancy
- Signs and Symptoms
- History of Neoplasm
- Summary

Chapter III – Diseases of the blood and blood-forming organs and certain disorders involving the immune mechanism (D50–D89)

- Coding haemophilia with epistaxis

Chapter IV – Endocrine, nutritional and metabolic diseases (E00–E90)

- Diabetes Mellitus (E10–E14)

Chapter V – Mental and behavioural disorders (F00–F99)

Chapter VI – Diseases of the nervous system (G00–G99)

Chapter VII – Diseases of the eye and the adnexa (H00–H59)

Chapter VIII – Diseases of the ear and mastoid process (H60–H95)

Chapter IX – Diseases of the circulatory system (I00–I99)

- I10

Chapter X – Diseases of the respiratory system (J00–J99)

- J40 Bronchitis, not specified as acute or chronic

Chapter XI – Diseases of the digestive system (K00–K93)

- Acute and Chronic

Chapter XII – Diseases of the skin and subcutaneous tissue (L00–L99)

- Dermatitis Eczema

Chapter XIII – Diseases of the muscular skeletal system and connective tissue (M00–M99)

- Bilateral indication

Chapter XIV – Diseases of the genitourinary system (N00–N99)

- Glomerular diseases (N00–N08)

- Renal failure
- Chapter XV – Pregnancy, childbirth and the puerperium (O00–O99)*
- O08 – Complications following abortions and ectopic and molar pregnancy
 - O80–O83 – Delivery
 - Z37 Outcome of Delivery
- Chapter XVI – Certain conditions originating in the perinatal period (P00–P96)*
- Neonate
 - Perinatal period
- Chapter XVII – Congenital malformations, deformations and chromosomal abnormalities (Q00–Q99)*
- Chapter XVIII – Symptoms, signs and abnormal clinical and laboratory findings, not elsewhere classified (R00–R99)*
- “R” Codes used as the main condition
- Chapter XIX – Injury, poisoning and certain other consequences of external causes (S00–Y98)*
- Fractures
 - Multiple Injury Coding
 - Burns and Corrosions (T20–T32)
 - Burns
 - Definition
 - Types of Burns
 - Rule of Nine
 - Poisoning
 - Definition
 - Locating codes for Poisoning
 - Accidental
 - Intentional self-harm
 - Undetermined intent
 - Rules on assignment
 - Adverse Effect
 - Locating codes for an Adverse Effect
 - Definition
 - Rules on assignment
 - Post-operative Complications
- Chapter XX – External Causes of Morbidity and Mortality (V01–Y98)*
- V01–V79
 - Sequelae of External Cause (Y85–Y89)
- Chapter XXI – Factors influencing health status and contact with health services (Z00–Z99)*
- Chapter XXII – Codes for special purposes (U00–U99)*
- U50 Drug resistant tuberculosis unique to South Africa
 - U80 – U89 Bacterial agents resistant to antibiotics
 - U98.– Non-disclosure

NB: South African specific standards and legal implications of ICD-10 will be discussed throughout the course.

Note: All training and coding services are provided by or under the direct supervision of Professional Coders. All training is aligned to the NQF and to the ICD-10 National Standards document as per the ICD-10 Implementation task team.

Key Learning Outcomes

- Have a basic knowledge of the background and history of ICD-10
- Understand the features of ICD-10
- Have a basic knowledge of the background of ICD-10 Coding in South Africa
- Have a basic knowledge of the procedure Coding Structures used in South Africa
- Understand the purpose and applicability of the South African Coding Standards Document
- Understand the purpose and applicability of the Standard Electronic BHF/DXS ICD-10 MIT including the updating of the MIT
- Understand the advantages of ICD-10 coding
- Have a basic knowledge of the current legislation including the South African Acts and Laws
- Have a basic knowledge of Prescribed Minimum Benefits (PMB's)
- Understand and explain the specific uses of morbidity coding
- Have a basic knowledge and understanding of the ICD-10 concepts and rules
- Understand the Role of the Clinical Coder
- Code of Ethics of a Clinical Coder
- Have a basic knowledge and understanding of the ICD-10 concepts and rules
- Understand the overview of the ICD-10 classification
- Understand the basic structure of an ICD-10 code
- Understand the concept Alphanumeric
- Understand the role of each character of an ICD-10 code
- Understand the different spelling methods used
- Understand the sequence of Index entries
- Understand the general structure of Volume 3 – Alphabetical Index
- Understand what a lead term is
- Determine which word in a diagnostic statement is the lead term
- Identify lead terms correctly
- Explain what is meant by Tentative Code Assignment
- Understand what a modifier is
- Be able to differentiate between essential and non-essential modifiers
- Understand the order of modifiers in the index

- Understand what is meant by the order of modifiers in the index
- Name the notable exceptions to the general rule
- Understand what is meant by Numeric Modifiers
- Understand and provide examples of the four ways in which the Numeric Modifiers is used
- Understand the structure of Volume 1 – Tabular List
- Understand what is meant by Chapters
- Understand what is meant by Blocks or Sub-Chapters
- Understand and provide examples of three-character categories
- Understand and provide examples of fourth-character sub-categories
- Understand and provide examples of fifth-character extensions
- Understand what is meant by the “U” codes and indicate when it is used
- Understand what is meant by notes in the Tabular List
- Understand and provide examples of Inclusion Notes
- Understand and provide examples of Exclusion Notes
- Understand and provide an example of a “Use” note
- Determine the use and importance of assigning codes for Chapter specific coding rules applicable to the introduction level