

## Course Outline – Basic ICD-10 Coding Course

### Outcomes

At the end of this course, learners should have an understanding of or the ability to:

- Background to ICD-10 internationally and in South Africa
- The legal requirements surrounding ICD-10 in South Africa
- The benefits and uses of ICD-10, especially in the South African Healthcare environment
- An introduction to mortality coding and to create awareness of mortality coding
- The uses of volumes 1 and 3 and introduction to volume 2
- Identify ICD-10 codes
- The use of ICD-10 codes at the third, fourth and fifth character levels
- The basic structure and principles of ICD-10 according to the WHO
- All the basic rules and conventions of ICD-10 according to the WHO
- To assign ICD-10 diagnostic codes up to basic level (this involves code assignment for single conditions and the application of the combination coding rules)
- To do discipline specific coding of single conditions and apply combination coding rules
- Understand the definitions of principal, primary and secondary diagnosis and apply these in sequencing of codes.

### Course Outline

#### Module 1 – An Introduction to Clinical Coding

Learning Outcomes

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

Features

The background of ICD-10 Coding in South Africa

ICD-10 Implementation Phases for South Africa

ICD-10 Licensing in South Africa

Other Diagnostic Codes used 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

ICD-10 Manual: Version 2, 2005 (Silver lettering on the cover)

Validity of codes on the BHF/DXS ICD-10 Master Industry Table

Purpose and Applicability of ICD-10

Advantages

Current Legislation

Managing Director: Frans Vorster

## Prescribed Minimum Benefits (PMB's)

- Medical Schemes Act of 1998
- Challenges to the Act
- Objective of PMB
- Tools to manage PMB's
- Rationale for CDL
- Specific uses of Morbidity Coding
- Users of morbidity data

## **Module 2 – ICD-10 Concepts, Rules and Definitions**

### Learning Outcomes

#### Introduction to ICD-10

#### Clinical coding

#### Classification

#### Nomenclature

#### Open Classifications

#### Closed Classifications

#### Diagnostic Classifications

#### Procedural Classifications

#### The concept of a “family” of diseases and health related classifications

#### Related Classifications

#### Reference Classifications

#### Derived Classifications

#### Diagnosis-related Classifications

- Special Tabulation Lists
- Speciality-based adaptations
  - The International Classification of diseases for Oncology (ICD-O)
  - The International Coding Index for Dermatology
- The International Classification of Diseases to Dentistry and Stomatology (ICD-DA)
- The International Classification of Diseases to Neurology (ICD-NA)
- The Application of Diseases to Rheumatology and Orthopaedics (ICD-R&O), including the International Classification of Musculoskeletal Disorders (ICMSD)
- The ICD-10 Classification of Mental and Behavioural Disorders
- The International Classification of Functioning, Disability and Health (ICF)

#### The role of the WHO

#### Updating the Classification

- WHO Update Reference Committee (URC)
- Background to the ICD-10 update process
- URC Structure
- Meetings
  - Terms of reference
- URC Policies
  - Minor change
  - Major change
- Update cycle
- URC Work Program
- Submission guidelines for updates to ICD-10
- What to consider when preparing a submission
- URC Forum
  - Objectives of the URC Forum
  - Management of the URC Forum
- WHO Official Updates to ICD-10

## **Module 3 – Clinical Coding**

Learning Outcomes

A Clinical Coder

Role of the Clinical Coder

Code of Ethics for Clinical Coders (South Africa)

Source Documentation

Accuracy

- Individual Code Accuracy
- Totality of Codes

Relevant

Sequence of Codes

Primary Diagnosis Definition (PDX) – Morbidity

- Primary Code

Secondary Diagnosis (SDX)

- Secondary Code

Valid Code

Co-morbidity

Complication

Current Injury versus Old Injury

Sequelae (Late Effect)

Definitions

- “accidental”, “intentional”, “self-harm” and “undetermined intent”
- “uncertain” and “unknown” when coding from the neoplasm table
- “atypia”
- Neonate
- “routine” examination and “screening”
- “poisoning” (T36–T50), “adverse effect” and “overdose”
  - Poisoning
  - Adverse effect
  - Overdose
- Acute versus Chronic

Main Procedure Definition

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

Learning Outcomes

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**

Learning Outcomes

Volume 3 – The Alphabetical Index

Index entries in 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)
- The order of modifiers in the index

## Exceptions to the order of modifiers in the index

- Numeric Modifiers
  - Arabic numerals
  - Roman numerals
  - Numbers as words

## The essential modifier “with”

## 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
- Special Signs
  - Dual System Coding († and \*) – Dagger and Asterisk
  - #/◇ – Neoplasms
- Relational Terms
  - With
  - Associated with
  - In
  - Without
  - Not associated with
  - Due to
  - Resulting in/from
- Notes in the Index
  - Definition Note
  - Instruction Note
  - Fourth character Note

Simple guide to assist occasional user of ICD-10

## **Module 6 – Volume 1 – The Tabular List – Structure**

### Learning Outcomes

### Variable Axis Classification

### General Organization

- Chapters
  - Chapters using more than one letter
  - Chapters sharing one letter
  - First Edition of ICD-10
  - 2008 Edition and Second Edition of ICD-10
  - Body System Chapters
  - Other Chapters
  - Codes for Special Purposes
  - Summary
- Blocks or sub-chapters
- Three-character categories
- Four-character sub categories
- Fifth-character levels
  - Fifth-character subdivision chapters
  - Chapter XIII
  - Chapter XIX

- Fractures
- Intracranial injury
- Intrathoracic injury
- Intra-abdominal injury
- Injury of pelvic organs
- Chapter XX
  - Fifth character mandatory versus optional use
  - Using the “X”/“x” as fourth character in fifth character-level coding
  - Codes that require an “X”/“x” in the fourth character position
- 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)

- Conventions
- Notes in the Tabular List
- General
- Glossary descriptions
  - Inclusion notes/terms
  - Exclusion notes/terms
- Cautionary Exclusion notes
- Prohibitive Exclusion notes
- “Use” note
- Punctuation Marks
  - Parenthesis or Brackets
  - Square Brackets
  - Colon
  - Brace or Lines
  - Point dash
  - Comma
- Abbreviations
  - NEC
  - NOS
- Relational Terms (Terminology)
  - “with”, “with mention of”, “associated with” and “in”
  - “without”, “not associated with”, “without mention of”
  - “due to”, “resulting in”
  - And
- Type face in the Tabular List
  - Bold
  - Italics
  - Blocking

## Module 7 – Dagger and Asterisk Code (Dual Coding)

### Learning Outcomes

#### Dagger and Asterisk system († and \*)

- Rules on assignment

## **Module 8 – Chapter Specific Coding Rules**

Learning Outcomes

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

Human immunodeficiency virus (HIV) disease (B20–B24)

- B20.0–B20.9
- B21.0–B21.9

B95–B97 Bacterial, viral and other infectious agents

Local Infections

- Rules on assignment

### **Chapter II – Neoplasms (C00–D48)**

Locating codes for Neoplasms

Terminology

Basic rules for coding neoplasms

Morphology of neoplasms

The structure of the Index when coding neoplasms

- The Neoplasm table
- The hatch – #
- The diamond – ◇

Primary Malignancy

Secondary Malignancy

Coding “Metastatic Cancer”

- “Metastatic from”
- “Metastatic to”

Signs and Symptoms

Anaemia due to neoplasm

History of Neoplasm

Follow-ups

Overlapping Lesions

Summary

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

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

Diabetes Mellitus (E10–E14)

Obesity

### **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

I11

I12

I13

I15

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

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

Acute and Chronic

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

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

## **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

Outcome of Delivery

O98–O99 Maternal diseases classifiable elsewhere but complicating pregnancy, childbirth and the puerperium

## **Chapter XVI – Certain conditions originating in the perinatal period (P00–P96)**

Neonate

Perinatal period

- Perinatal period
- Neonatal 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 in 6 conditions

Other examples on the use of R-codes

## **Chapter XIX – Injury, poisoning and certain other consequences of external causes (S00–Y98)**

Fractures

Burns and Corrosions (T20–T32)

- Burns
  - Definition
  - Types of Burns
  - Rule of Nine

Corrosions

Poisoning

- Locating codes for Poisoning
- Definition
  - Accidental
  - Intentional self-harm
  - Undetermined intent
- Rules on assignment

Adverse Effect

- Locating codes for an Adverse Effect
- Definition
- Rules on assignment

## **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)**

## Z-code Categories

- Services
- Problems
- Facts

## **Chapter XXII – Codes for Special Purposes (U00–U99)**

U50 Drug resistant tuberculosis unique to South Africa

U60 Drug Resistant HIV

U82 – U85 Resistance to antimicrobial and antineoplastic drugs

U98.– Non-disclosure

## **Module 14 – Basic Coding Guidelines**

Learning Outcomes

Basic Coding Guidelines

*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.