

Medi-Cal ICD-10 Transition Checklist

Background

Due to the enhanced specificity and level of detail of the International Classification of Diseases, 10th Revision (ICD-10) code set, the transition from ICD-9 is anticipated to have a significant impact on Medi-Cal, health plans, health care providers and trading partners. The ICD-10 Clinical Modification (CM) and Procedure Coding System (PCS) codes will improve the ability to govern reimbursement, monitor a population's health, track trends in disease and treatment, and optimize health care delivery.

ICD-10 codes will be required on all HIPAA transactions. In general, outpatient, professional and pharmacy claims with a date of service on or after October 1, 2014, and long term care and inpatient claims with through dates on or after October 1, 2014, will need to be submitted with ICD-10 codes.

Resources/References

The Centers for Medicare & Medicaid Services' (CMS) *Small and Medium Practices: ICD-10 Transition Checklist*

(<http://www.cms.gov/Medicare/Coding/ICD10/downloads/icd10smallmediumchecklisttimeline.pdf>) and the American Health Information Management Association's (AHIMA) *ICD-10-CM PCS Transition: Planning and Preparation Checklist* (http://whitepapers.medtechmedia.com/sites/default/files/ICD-10_PCS_TransitionPlanningPreparationChecklist.pdf) recommend that providers review and follow the checklist of items below in order to prepare themselves for ICD-10 implementation.

CMS and AHIMA have created checklists of action items to assist providers in their preparation for the ICD-10 implementation. Medi-Cal recommends that providers review and follow the checklists and offers a Medi-Cal-specific checklist below.

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Xerox State Healthcare, LLC (Xerox), the Fiscal Intermediary (FI) for the Medi-Cal program, has outlined a checklist in anticipation for the ICD-10 code transition, which is scheduled to implement on October 1, 2014. Medi-Cal recommends that providers follow this checklist in order to prepare themselves for the ICD-10 implementation.

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| Getting Ready for the ICD-10 Transition: Plan, Communicate and Review | <ul style="list-style-type: none"><input type="checkbox"/> Review ICD-10 resources from Medi-Cal, CMS, vendors/billing contractors and other resources.<input type="checkbox"/> Notify your staff of the future ICD-10 code change.<input type="checkbox"/> Assemble an ICD-10 project team to handle tasks and oversee the transition. Be sure to include individuals from different business units affected by the ICD-10 transition.<ul style="list-style-type: none">• Assign individual tasks to different members of the ICD-10 project team. At group meetings, assess progress of the transition.<input type="checkbox"/> Assess the affect of ICD-10 on your organization.<ul style="list-style-type: none">• Assess the effect on all business units.• Locate current learning/skill gaps for coding staff.<input type="checkbox"/> Create a plan of action to tackle the ICD-10 transition.<ul style="list-style-type: none">• Identify goals and develop a strategy to tackle the transition.• Keep concise and consistent messages as part of a communication strategy to educate stakeholders (upper management, IT staff, and other transitory staff). |
| Requires Immediate Attention | |

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| | <ul style="list-style-type: none"> <input type="checkbox"/> Business Partner Preparedness: Find out how long it will take payers and other billing service contractors to get ready for ICD-10 (three months, five months, etc.). <ul style="list-style-type: none"> • Assess contractor preparation by using a timeline for upgrading the system. |
| <p>ICD-10 Transition and Testing</p> <p>(March 2013 to September 2014)</p> | <ul style="list-style-type: none"> <input type="checkbox"/> Conduct high level training between March 1, 2013, and December 2013 with clinicians and coders. <input type="checkbox"/> October 2013 – January 2014, start testing claims and other transactions using ICD-10 codes with business trading partners such as payers, clearinghouses, and billing services (10 month minimum). <input type="checkbox"/> January – April 1, 2014, start reviewing coder and clinician preparation and start detailed ICD-10 coding. <input type="checkbox"/> Get vendors to complete transition to production-ready ICD-10 systems. <input type="checkbox"/> Develop a back-up plan for continuing operation if a critical system fails or has any problem during ICD-10 implementation. <input type="checkbox"/> Create a communication plan after ICD-10 successfully goes live. <input type="checkbox"/> Offer designated coders and other personnel comprehensive training early for training, mapping and auditing. <input type="checkbox"/> Begin internal testing and validate the system changes for ICD-10. <input type="checkbox"/> Begin external testing with payers, vendors and other contractors. <input type="checkbox"/> Continue progress updates with the ICD-10 implementation team and upper management. |
| <p>Preparing for Go-Live</p> | <ul style="list-style-type: none"> <input type="checkbox"/> Confirm with system contractor(s) that upgrades/enhancements in the contractor system have been completed. <input type="checkbox"/> Finalize all internal system upgrades and testing. <input type="checkbox"/> Make any adjustments to results of testing responses and do regression testing. <input type="checkbox"/> Revisit and conduct a test of the back-up plan, in case the implementation of ICD-10 poses any problems, to remain operational. <input type="checkbox"/> Finalize external testing with outside contractors. <input type="checkbox"/> Coding staff should complete their comprehensive ICD-10 training by now. It is recommended this happens 6 to 9 months ahead of implementation. <input type="checkbox"/> Resolve any problems/issues that may arise during testing that may have gotten overlooked. <input type="checkbox"/> Enact the ICD-10 implementation communication plan. <input type="checkbox"/> GO LIVE: ICD-10 should implement. |

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| Completing the ICD-10 Transition and Post-Compliance (Must be completed by October 1, 2014) | <ul style="list-style-type: none"><input type="checkbox"/> Complete ICD-10 transition full compliance: October 1, 2014. ICD-10 codes required for services provided on or after October 1, 2014.<input type="checkbox"/> Monitor any errors as they occur.<input type="checkbox"/> Continue any coding staff training if learning gaps still exist. |
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The [Latest News](#) for ICD-10 is available on the CMS website. Providers and submitters are encouraged to check this page periodically for new information.