

## FLORIDA STATE COLLEGE AT JACKSONVILLE

## COLLEGE CREDIT COURSE OUTLINE

COURSE NUMBER: HIM 2285C

COURSE TITLE: Advanced Coding and Classification

PREREQUISITE(S): HIM 1800

COREQUISITE(S): None

CREDIT HOURS: 3

CONTACT HOURS/WEEK: 3

CONTACT HOUR BREAKDOWN:

Lecture/Discussion:

Laboratory:

Other Lecture/lab: 3

FACULTY WORKLOAD POINTS: 3

STANDARDIZED CLASS  
SIZE ALLOCATION: 24

CATALOG COURSE DESCRIPTION: This course is a continuation of ICD 9-CM and CPT-4 Coding. Emphasis will be on more rules that are complex and conventions for assigning codes, prioritizing codes, DRG assignments and reimbursement optimization, and software application.

SUGGESTED TEXT(S): International Classification of Diseases - Clinical Modification (volumes 1, 2, & 3). Various publishers, current edition.

AMA. CPT-4 / HCPCS Basis Coding Handbook. Chicago, IL: current edition.

Beck, Donald. Physician's Current Procedural Terminology. current edition

Principles of Reimbursement in Health Care. Gaithersburg, MD: Aspen Publishers, current edition.

IMPLEMENTATION DATE: Fall Term, 2002

REVIEW OR MODIFICATION DATE: Fall Term, 2002 (20031)  
Fall Term, 2006 (20071) (was HIM 2260C)  
Fall Term, 2008 (20091) (was HIM 2280C)  
Fall Term, 2008 (20091) - Outline Review Process 2007

| COURSE TOPICS  | CONTACT HOURS<br><u>PER TOPIC</u> |
|--|-----------------------------------|
| <ul style="list-style-type: none"> <li>I. Theory of Coding, Classification, and Reimbursement Systems               <ul style="list-style-type: none"> <li>A. Importance of Coding</li> <li>B. Definition of Coding</li> <li>C. Purposes of Coding                   <ul style="list-style-type: none"> <li>1. Nomenclatures</li> <li>2. Classification Systems</li> <li>3. Data Sets</li> </ul> </li> <li>D. Coding Systems in Use                   <ul style="list-style-type: none"> <li>1. ICD: International Classification of Diseases</li> <li>2. HCPCS: HCFA Common Procedure Coding System (CPT: Current Procedural Terminology)</li> </ul> </li> <li>E. Coding Systems and Reimbursement</li> <li>F. Inpatient Coding Process</li> <li>G. DRGs: Diagnosis Related Groups                   <ul style="list-style-type: none"> <li>1. Effects of the DRG Reimbursement Systems on the Inpatient Coding Process</li> <li>2. UB-92 and Monitoring DRGs and Reimbursement</li> </ul> </li> <li>H. Coding Outpatient or Ambulatory Care Records                   <ul style="list-style-type: none"> <li>1. Ambulatory Care Reimbursement Systems                       <ul style="list-style-type: none"> <li>a. RBRVS: Resource Based Relative Value Scale</li> <li>b. APCs: Ambulatory Payment Categories</li> <li>c. HCFA 1500</li> </ul> </li> </ul> </li> <li>I. Impact of Computers on the Coding and Reimbursement Process</li> <li>J. Ethical Problems in Coding                   <ul style="list-style-type: none"> <li>1. AHIMA Standards of Ethical Coding</li> </ul> </li> <li>K. Quality of Coded Data                   <ul style="list-style-type: none"> <li>1. NCCI: National Correct Coding Initiative</li> <li>2. HIPAA: Health Insurance Portability and Accountability Act of 1996                       <ul style="list-style-type: none"> <li>a. Fraud and Abuse</li> <li>b. Qui Tam Action</li> <li>c. Compliance Plan</li> <li>d. OIG: Office of Inspector General</li> </ul> </li> <li>3. Elements of Quality Coding                       <ul style="list-style-type: none"> <li>a. Reliability</li> <li>b. Validity</li> <li>c. Completeness</li> <li>d. Timeliness</li> </ul> </li> </ul> </li> <li>L. Causes of Errors in Coding                   <ul style="list-style-type: none"> <li>1. Failure to Review Entire Record</li> <li>2. Selection of Incorrect Principal Diagnosis</li> <li>3. Selection of Incorrect Code</li> <li>4. Coding Diagnoses or Procedures Not Validated by Record Content</li> <li>5. Clerical Errors in Database or on Bill</li> </ul> </li> </ul> </li> </ul> | 10                                |

| COURSE TOPICS (continued)  | <u>CONTACT HOURS<br/>PER TOPIC</u> |
|--|------------------------------------|
| M. Improving the Quality of Coding   |                                    |
| 1. Developing Coding Policies  |                                    |
| 2. Quality Improvement Studies   |                                    |
| 3. Documentation Guidelines  |                                    |
| N. Measuring Coding Productivity   |                                    |
| O. Considerations in Hiring Coders   |                                    |
| P. Determining the Number of Coders Needed   |                                    |
| Q. Training Coders   |                                    |
| R. Retention of Coders   |                                    |
| S. Coding Resources  |                                    |
| 1. Coding Clinic   |                                    |
| 2. CPT Assistant   |                                    |
| 3. Federal Register  |                                    |
| 4. Carriers  |                                    |
| 5. Listservs   |                                    |
| T. Use of Contract Coding and DRG Review Services                                    |                                    |
| U. Other Coding and Classification Systems   |                                    |
| 1. DMS: Diagnostic and Statistical Manual<br>of Mental Disorders                     |                                    |
| 2. ICD-O: International Classification of<br>Diseases of Oncology                    |                                    |
| 3. SNOMED: Systematic Nomenclature of Human<br>and Veterinary Medicine International |                                    |
| 4. Read Codes  |                                    |
| 5. LOINC: Logical Observation Identifier<br>Names and Codes                          |                                    |
| 6. Case Mix and Severity of Illness Systems  |                                    |
| a. DRGs: Diagnosis Related Groups  |                                    |
| b. RUGs: Resource Utilization Groups   |                                    |
| V. The Future of Coding  |                                    |
| II. Medical Reimbursement Software   | 6                                  |
| A. Review of Medical Office Software   |                                    |
| B. Introduction to Encoder   |                                    |
| C. Introduction to DRG Grouper   |                                    |
| III. Review of Basic Coding Theory   | 3                                  |
| A. Format, Conventions, and Current Practices  |                                    |
| B. Basic Coding Guidelines   |                                    |
| C. Supplementary Classifications V & E Codes   |                                    |
| D. Coding of Signs, Symptoms, and Ill-Defined Conditions                             |                                    |
| IV. Review of Coding Medical Records   | 3                                  |
| A. Review of Record Content  |                                    |
| B. Identifying the Principle Diagnosis   |                                    |
| C. Identifying Complications and Co-Morbidities                                      |                                    |

| COURSE TOPICS (continued)   | <u>CONTACT HOURS<br/>PER TOPIC</u> |
|---|------------------------------------|
| D. DRG and Reimbursement Optimization   |                                    |
| V. Advanced Coding Diseases and Procedures<br>Using ICD-9-CM, CPT-4, and Reimbursement Software | 23                                 |
| A. Infectious and Parasitic Diseases  |                                    |
| 1. Organism vs. Site or Other Subterm   |                                    |
| 2. AIDS and Other HIV Infections  |                                    |
| 3. Lab exercises  |                                    |
| B. Endocrine, Metabolic, and Nutritional Diseases and Immune-System Disorders                   |                                    |
| 1. Diabetes Mellitus  |                                    |
| 2. Lab exercises  |                                    |
| C. Mental Disorders   |                                    |
| 1. Mental Disorders   |                                    |
| 2. Substance Abuse  |                                    |
| 3. Psychotherapy and Substance Abuse Therapy  |                                    |
| 4. Lab exercises  |                                    |
| D. Blood and Blood-Forming Organs   |                                    |
| 1. Anemias  |                                    |
| 2. Lab exercises  |                                    |
| E. Nervous System and Sense Organs  |                                    |
| 1. Lab exercises  |                                    |
| F. Respiratory System   |                                    |
| 1. Pneumonia  |                                    |
| 2. COPD: Chronic Obstructive Pulmonary Disease  |                                    |
| 3. Procedures   |                                    |
| 4. Lab exercises  |                                    |
| G. Digestive System   |                                    |
| 1. Diseases of the Biliary System   |                                    |
| 2. Procedures   |                                    |
| 3. Lab exercises  |                                    |
| H. Genitourinary System   |                                    |
| 1. Procedures   |                                    |
| 2. Lab exercises  |                                    |
| I. Skin and Subcutaneous Tissue   |                                    |
| 1. Diseases   |                                    |
| 2. Procedures   |                                    |
| 3. Lab exercises  |                                    |
| J. Musculoskeletal System and Connective Tissue   |                                    |
| 1. Procedures   |                                    |
| 2. Lab exercises  |                                    |
| K. Complications of Pregnancy, Childbirth,<br>and the Puerperium                                |                                    |
| 1. Fifth-Digit Subclassification  |                                    |
| 2. Outcome of Delivery  |                                    |
| a. Normal Deliveries  |                                    |
| b. V23 and V22  |                                    |

## COURSE TOPICS (continued)

3. Selection of Principal Diagnosis
  4. Procedures Assisting Delivery
  5. Abortion and Ectopic Pregnancy
  6. Congenital Anomalies
  7. Perinatal Conditions
  8. Lab Exercises
- L. Circulatory System
1. Ischemic Heart Disease - Myocardial Infarction
  2. Angina Pectoris
  3. Heart Failure
  4. Cardiac Arrest
  5. Aneurysm
  6. Cerebrovascular Disorders
    - a. Hypertension
    - b. Hypertension Table
    - c. Hypertensive Heart and Renal Disease
    - d. Atherosclerosis of Extremities
    - e. V code status
  7. Procedures for the Circulatory System
  8. Lab Activities
- M. Neoplastic Diseases
1. Behavior Classification
  2. Basic Types of Malignant Neoplasms
  3. Coding of Solid Malignant Neoplasms
  4. Coding of Malignancies of the Hematopoietic and Lymphatic Systems
  5. Sequencing Codes for Neoplastic Diseases
  6. Coding for Admissions or Encounters for Follow-up Examinations
  7. Lab exercises
- N. Injuries, Burns, Poisoning, and Complications of Care
1. Injuries
    - a. Multiple Coding of Injuries
    - b. Sequencing of Injury Codes
    - c. External Causes of Injury: E Codes
  2. Fractures and Procedures Related to Fractures
  3. Burns
  4. Poisoning and Adverse Effects of Drugs
  5. Complications of Surgery and Medical Care
  6. Lab exercises

PROGRAM TITLE: Health Information Management  
COURSE TITLE: Advanced Coding and Classification  
AS HIM CIP NUMBER: 0317.050600

LIST PERFORMANCE STANDARD ADDRESSED:

20.0 USE CLASSIFICATION SYSTEMS FOR HEALTH CARE INFORMATION--The student will be able to:

- 20.01 Trace the development of nomenclatures and classification systems.
- 20.02 Identify conventions and characters used in classification systems.
- 20.03 Follow existing procedures to code diagnoses and procedures (CPT and ICD-9-CM).
- 20.04 Perform DRG assignment.



NOTE: Use either the Tab key or mouse click to move from field to field. The box will expand to accommodate your entry.

|  |                                 |
|--|---------------------------------|
| <i>Section 1</i>                                 |                                 |
| COURSE PREFIX AND NUMBER: <b>HIM 2285C</b>       | SEMESTER CREDIT HOURS: <b>2</b> |
| COURSE TITLE: Advanced Coding and Classification |                                 |

|  |   |   |
|--|---|---|
| <i>Section 2</i>   |   |   |
| TYPE OF COURSE: (Click on the box to check all that apply)   |   |   |
| <input type="checkbox"/> <b>AA Elective</b>  | <input checked="" type="checkbox"/> <b>AS Required Professional Course</b>  | <input type="checkbox"/> <b>College Prep</b>          |
| <input type="checkbox"/> <b>AS Professional Elective</b>   | <input checked="" type="checkbox"/> <b>AAS Required Professional Course</b> | <input type="checkbox"/> <b>Technical Certificate</b> |
| <input type="checkbox"/> <b>Other _____</b>  | <input type="checkbox"/> <b>PSAV</b>  | <input type="checkbox"/> <b>Apprenticeship</b>        |
| <input type="checkbox"/> <b>General Education: (For General Education courses, you must also complete Section 3 and Section 7)</b> |   |   |

|   |  |   |
|---|--|---|
| <i>Section 3 (If applicable)</i>                                  |  |   |
| INDICATE BELOW THE DISCIPLINE AREA FOR GENERAL EDUCATION COURSES: |  |   |
| <input type="checkbox"/> <b>Communications</b>                    | <input type="checkbox"/> <b>Social &amp; Behavioral Sciences</b> | <input type="checkbox"/> <b>Mathematics</b> |
| <input type="checkbox"/> <b>Natural Sciences</b>                  | <input type="checkbox"/> <b>Humanities</b>                       |   |

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|--|--|---|---|--|--|
| <i>Section 4</i>                                   |  |   |   |  |  |
| INTELLECTUAL COMPETENCIES:                         |  |   |   |  |  |
| <input checked="" type="checkbox"/> <b>Reading</b> | <input checked="" type="checkbox"/> <b>Speaking</b>  | <input checked="" type="checkbox"/> <b>Critical Analysis</b>    | <input type="checkbox"/> <b>Quantitative Skills</b>         | <input type="checkbox"/> <b>Scientific Method of Inquiry</b>       |  |
| <input checked="" type="checkbox"/> <b>Writing</b> | <input checked="" type="checkbox"/> <b>Listening</b> | <input checked="" type="checkbox"/> <b>Information Literacy</b> | <input checked="" type="checkbox"/> <b>Ethical Judgment</b> | <input checked="" type="checkbox"/> <b>Working Collaboratively</b> |  |

| <i>Section 5</i>   |   |
|--|---|
| LEARNING OUTCOMES  | METHOD OF ASSESSMENT  |
| • Apply policies and procedures to ensure accuracy of health data.   | Group discussions, oral presentations, written tests, reports, and/or demonstrate competency in the field |
| • Apply diagnosis/procedure codes using ICD-9-CM   | Group discussions, oral presentations, written tests, reports, and/or demonstrate competency in the field |
| • Apply procedure codes using CPT/HCPCS  | Group discussions, oral presentations, written tests, reports, and/or demonstrate competency in the field |
| • Apply policies and procedures for the use of clinical data required in reimbursement and prospective payment systems (PPS) in healthcare delivery. | Group discussions, oral presentations, written tests, reports, and/or demonstrate competency in the field |
| • Use established guidelines to comply with reimbursement and reporting requirements such as National Correct Coding Initiative.                     | Group discussions, oral presentations, written tests, reports, and/or demonstrate competency in the field |
| •  |   |
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|---|-------------------------|
| <i>Section 6</i>  |                         |
| <b>11</b>   |                         |
| Name of Person Completing This Form: <u>Eudelia S. Thomas</u> | Date: <u>11/15/2007</u> |