

JEFFERSON COLLEGE

INSTITUTIONAL COURSE GUIDE

HIT200

CLASSIFICATION SYSTEMS I

3 Credit Hours

Prepared by:

Niki Vogelsang, MBA, RHIA
Health Information Technology Program Director

Updated by:

Brandi Gallaway, Student Development Coordinator

Created on Date: October 11, 2011

Revised: April 2020

Kenneth Wilson, Associate Dean of School of Science and Health
Christopher DeGeare, EdD, Dean of Instruction and Acting Vice President of Instruction

HIT200 Classification Systems I

I. CATALOGUE DESCRIPTION

- A. Prerequisite: HIT100 Introduction to Health Information Technology, HIT150 Introduction to Pharmacology, BIO212 Anatomy and Physiology II, BIO245 Pathophysiology (all with a grade of “C” or better) and reading proficiency.
- B. Credit hour award: 3
- C. Description: This course is an introduction to the ICD-10-CM data set used for reporting diagnoses and other reasons why health care professionals care for patients. This course will also include instruction (theory and hands-on) on how to classify and index diagnoses in the health care setting. The various uses for diagnosis codes will be discussed, as well. (F, S, O)

II. A. EXPECTED LEARNING OUTCOMES/CORRESPONDING ASSESSMENT MEASURES

| Expected Learning Outcomes | Assessment Measures |
|---|---|
| Demonstrate proper usage of the ICD-10-CM codebook. | LearnSmart/Assignment/ Case Study/Exam |
| Apply the steps involved in the proper coding process. | LearnSmart/Assignment/ Case Study/Exam |
| Identify the ethical and legal issues as they relate to coding procedures and services | LearnSmart/Assignment/ Case Study/Exam |
| Define the conventions used in diagnosis code sets. | LearnSmart/Assignment/ Case Study/Exam |
| Interpret the notations, official guidelines, and instructional notes of the coding manuals | LearnSmart/Assignment/ Case Study/Exam |
| Apply proper guidelines for coding | LearnSmart/Assignment/ Case Study/Exam |
| Determine the proper usage of ICD-10-CM codes | LearnSmart/Assignment/ Case Study/Exam |
| Utilize knowledge of medical terminology, anatomy and physiology, and pharmacology to accurately interpret physician’s notes, operative reports, and radiology and lab reports. | LearnSmart/Assignment/ Case Study/Exam |

III. OUTLINE OF TOPICS

- A. Introduction to the Language of Coding
 - 1. Explain the four purposes of medical coding.
 - 2. Identify the structure of the ICD-10-CM diagnosis coding manual.
 - 3. Differentiate between the types of procedures and the various procedure coding manuals.
 - 4. Examine the HCPCS Level II coding manual used to report the

provision of equipment and supplies.

B. Abstracting Clinical Documentation

1. Identify which health care professional for whom you are coding.
2. Describe the process of abstracting physician documentation and operative notes.
3. Recognize the terms used to describe diagnoses in documentation.
4. Distinguish between co-morbidities, manifestations, and sequelae.
5. Determine those conditions that require external cause codes to be reported.
6. Recognize the terms used to describe procedures, services, and treatments provided.
7. Create a legal query to obtain documentation about a missing, ambiguous, or contradictory component in the existing documentation.

C. The Coding Process

1. Implement the six actions of the coding process.
2. Locate main terms in the Alphabetic Index.
3. Confirm the accurate code in the Tabular List, Main Section, or Tables.
4. Apply the Official Guidelines to ensure accurate code determination.
5. Analyze documentation and code selection to confirm medical necessity.

D. Introduction to ICD-10-CM

1. Explain the official conventions used in ICD-10-CM.
2. Translate the Official Guidelines and how they impact the way codes are reported.
3. Use the Alphabetic Index in ICD-10-CM properly.
4. Employ the information within the Tabular List to determine the accurate code to report.
5. Distinguish which conditions mentioned in the documentation to report.
6. Utilize what you learned in this chapter to determine the correct diagnosis code to report.

E. Coding Infectious Diseases

1. Interpret the details required to report an accurate code for an infection.
2. Clarify the details about bacterial infections.
3. Determine the specifics needed to report viral infections.
4. Translate information about parasitic and fungal infections into diagnosis codes.
5. Abstract documentation to identify important details about the specific pathogen causing a diagnosis.
6. Ascertain the correct code or codes to report immunodeficiency conditions.
7. Apply the guidelines for reporting blood infections.
8. Analyze the documentation to identify the code or codes required to report antimicrobial resistance.

F. Coding Neoplasms

1. Identify the medical necessity for screenings and diagnostic testing for malignancies.
2. Discern the various types of neoplasms.
3. Interpret the Table of Neoplasms accurately.
4. Employ the directions provided in the Chapter Notes at the head of the Neoplasms section of the Tabular List.
5. Apply the guidelines for sequencing admissions due to complications of neoplasms and/or their treatments.

G. Coding Diseases of the Blood and Immunological System

1. Differentiate between various blood conditions and how this affects the determination of the code.
2. Determine the codes to report coagulation defects and hemorrhagic conditions accurately.
3. Identify the different types of blood and the importance of Rh factoring involved in malfunction.
4. Interpret the details of white blood cell disorders and diseases of the spleen.
5. Evaluate the factors involved in immunodeficiency disorders.

H. Coding Endocrine Conditions

1. Identify the various disorders affecting the thyroid gland.
2. Evaluate the details about a diabetes mellitus diagnosis to determine the correct code.
3. Assess the relationship between diabetes mellitus and its manifestations.
4. Interpret the documentation related to the reporting of other endocrinologic diseases.
5. Identify the aspects of nutrition and weight required for accurate code determination.
6. Analyze the details related to metabolic disorder diagnoses to determine the correct code.

I. Coding Mental, Behavioral, and Neurologic Disorders

1. Determine underlying conditions that affect mental health.
2. Distinguish mood and nonmood disorders.
3. Apply the guidelines for reporting nonpsychotic mental conditions.
4. Identify conditions affecting the central nervous system.
5. Interpret details regarding peripheral nervous system conditions into accurate codes.
6. Assess the diagnosis of pain and report it with accurate codes.

J. Coding Dysfunction of the Optical and Auditory System

1. Identify conditions affecting the external eye.
2. Interpret the details documented about diseases of the internal optical system to report accurate code.
3. Determine the accurate code to report other conditions of the eye.
4. Abstract documentation accurately to report conditions affecting the auditory system.

5. Enumerate the causes, signs, and symptoms of hearing loss.

K. Coding Cardiovascular Conditions

1. Abstract the documentation accurately to report heart dysfunction.
2. Discern the specifics of cardiovascular disease.
3. Evaluate documentation to determine details about abnormal blood pressure diagnoses.
4. Identify known manifestations of hypertension.
5. Interpret the details of cerebrovascular disease.
6. Distinguish the sequelae of cerebrovascular disease and report them accurately

L. Coding Respiratory Conditions

1. Discern the various underlying causes of respiratory disorders.
2. Report the different types of respiratory disorders.
3. Determine the correct way to report cases of pneumonia and influenza.
4. Analyze the details required to report chronic respiratory conditions.
5. Accurately code any involvement of tobacco in the patient's respiratory disorder.
6. Identify the appropriate use of external cause codes when applicable to respiratory conditions.

M. Coding Digestive System Conditions

1. Analyze the documentation for applicable details needed to report diseases affecting the mouth and salivary glands accurately.
2. Interpret documentation to determine necessary details to report conditions affecting the esophagus and stomach correctly.
3. Apply your knowledge to identify main terms relating to intestinal disorders.
4. Evaluate the specifics from the documentation related to digestive accessory organs and malabsorption disorders accurately.
5. Determine when additional codes are required to report the involvement of alcohol.

N. Coding Integumentary Conditions

1. Apply the guidelines for reporting conditions of the skin.
2. Analyze disorders of the nails, hair, glands, and sensory nerves.
3. Determine the specific characteristics of a lesion as they relate to coding.
4. Abstract the reasons for preventive care and report them accurately to support medical necessity.

O. Coding Muscular and Skeletal Conditions

1. Code accurately arthropathic conditions of the muscles.
2. Determine the proper way to report dorsopathies and spondylopathies.
3. Interpret the details required to report soft tissue disorders.
4. Identify the specifics of diseases that affect the musculoskeletal system reported from other areas of ICD-10-CM.
5. Report diagnoses related to pathological fractures accurately.

P. Coding Injury, Poisoning, and External Causes

1. Analyze the documentation to determine when external cause codes are required.
2. Apply guidelines for coding traumatic injuries.
3. Determine seventh characters for injury codes accurately.
4. Identify a suggested code from the Table of Drugs and Chemicals.
5. Distinguish between poisonings and adverse effects.
6. Abstract documentation to accurately report burns.
7. Demonstrate coding protocols for reporting abuse and neglect.
8. Evaluate documented complications of care to report them accurately.

Q. Coding Genitourinary, Gynecology, Obstetrics, Congenital, and Pediatrics Conditions

1. Identify the details required to accurately report renal and urologic malfunctions.
2. Explain the conditions affecting the male genital system.
3. Abstract the components for reporting sexually transmitted diseases accurately.
4. Enumerate the reasons for gynecologic care.
5. Apply the guidelines for coding routine obstetrics care.
6. Determine the correct codes for reporting complications of pregnancy.
7. Utilize the official guidelines for well-baby encounters and congenital anomalies.

R. Factors Influencing Health Status (Z Codes)

1. Abstract details about preventive services to report their medical necessity.
2. Determine the medical reasons for early detection testing.
3. Demonstrate how to report encounters related to genetic susceptibility.
4. Identify the reasons for observation services to determine the correct code or codes.
5. Apply the Official Guidelines for reporting aftercare and follow-up care.
6. Evaluate the specific services provided for organ donation and report the medical necessity.
7. Distinguish indications of antimicrobial drug resistance to report this accurately.
8. Employ Z codes accurately.

S. Inpatient (Hospital) Diagnosis Coding

1. Evaluate concurrent and discharge coding methodologies.
2. Utilize the Official Guidelines specific for inpatient reporting.
3. Apply the Present-On-Admission (POA) indicators properly.
4. Determine the impact of diagnosis-related groups (DRGs) on the coding process.
5. Recognize the importance of the Uniform Hospital Discharge Data Set (UHDDS).

IV. METHOD(S) OF INSTRUCTION

- A. Lectures (if applicable)
- B. Readings from textbook
- C. Supplemental handouts
- D. McGraw-Hill Connect
- E. AHIMA Virtual Lab

V. REQUIRED TEXTBOOK(S)

- A. Safian, S. & Johnson, M. (current edition). *Let's Code It*. New York, NY: McGraw-Hill.
- B. Current edition of ICD-10-CM coding manual

VI. REQUIRED MATERIALS

- A. Textbook(s)
- B. A computer with internet access (available through the Jefferson College Labs)
- C. McGraw-Hill Connect Access Code
- D. AHIMA Virtual Lab Access

VII. SUPPLEMENTAL REFERENCES

- A. Class handouts
- B. Current internet resources
 1. Online reference materials
 2. American Health Information Management Association (AHIMA) website. www.ahima.org

VIII. METHOD OF EVALUATION

- A. LearnSmart (19 @ 10 points each)
- B. Assignment (19 @ 25 points each)
- C. Discussion Board (16 @ 16 points each)
- D. Chapter Exam (19 @ 25 points each)
- E. AHIMA Vlab Activities (9 @ 10 points each)

F. Case Study (15 @ 10 points each)

F. Final Exam (1 @ 65 points)

H. Grading Scale:

A = 90-100%

B = 80-89.9%

C = 70-79.9%

D = 60-69.9%

F = 0-59.9%

The HIT Program runs a strict point system and does not calculate weighted grades.

IX. ADA AA STATEMENT

Any student requiring special accommodations should inform the instructor and the Coordinator of Disability Support Services (Library: phone 636-797-3000, ext. 3169).

X. ACADEMIC HONESTY STATEMENT

All students are responsible for complying with campus policies as stated in the Student Handbook. Any student who cheats or plagiarizes will be subject to dismissal from the Health Information Technology program and will be referred to the college for disciplinary action. (See College website, www.jeffco.edu/ HIT)

XI. ATTENDANCE STATEMENT

Students earn their financial aid by regularly attending and actively participating in their coursework. If a student does not actively participate, he/she may have to return financial aid funds. Consult the College Catalog or a Student Financial Services representative for more details.

XII. OUTSIDE OF CLASS ACADEMICALLY RELATED ACTIVITIES

The U.S. Department of Education mandates that students be made aware of expectations regarding coursework to be completed outside the classroom. Students are expected to spend substantial time outside of class meetings engaging in academically related activities such as reading, studying, and completing assignments. Specifically, time spent on academically related activities outside of class combined with time spent in class meetings is expected to be a minimum of 37.5 hours over the duration of the term for each credit hour.

XIII. DIVERSITY STATEMENT

Jefferson College is a community leader dedicated to supporting and promoting diversity through opportunities and experiences that foster a culture of respect, inclusiveness, and understanding for everyone in the campus community to engage in a diverse world.

