

**LAST REVIEW:** 2009-2010

**NEXT REVIEW:** 2014-2015

**STATUS:** A

**COURSE TITLE:** Coding I

**COMMON COURSE NUMBER:** HIM 1253

**CREDIT HOURS:** 3

**CONTACT HOUR BREAKDOWN**

**CLOCK HOURS:** 0

<b>Lecture:</b>	48	<b>Lab:</b>	0
<b>Clinic:</b>	0	<b>Other:</b>	0

**PREREQUISITE(S):** HIM 1435, HIM 1453

**COREQUISITE(S):** HIM 1253L

**PRE/COREQUISITE(S):** None

**COURSE DESCRIPTION:**

This coding course is designed to provide an introduction into basic ICD coding and coding guidelines. The course will focus on defining basic coding definitions, review of coding guidelines, introduction to billing methodology and application of codes to specific basic coding assignments using ICD, ~~CPT~~, and ~~HCPCS~~. This class will be taken in conjunction with the Coding I Lab course; HIM 1253L.

**UNIT TITLES**

Unit 1 Introduction to ICD-9-CM

Unit 2 Procedures in ICD-9-CM

Unit 3 Introduction to PPS

Unit 4 Infection & Parasitic Diseases

Unit 5 Neoplasms, General Surgery I.

Unit 6 Endocrine, Nutritional & Metabolic Diseases & Immunity Disorders, General Surgery I

Unit 7 Diseases of the Blood & Blood-forming Organs, General Surgery I

Unit 8 Mental Disorders

**UNIT TITLES continued**

Unit 9 Diseases of Nervous System & Sense Organs, General Surgery II .

Unit 10 Diseases of Circulatory System,

Unit 11 Diseases of Respiratory System,

Unit 12 Diseases of Digestive System, Pathology & Lab .

Unit 13 Genitourinary, Female, Maternity & Delivery

Unit 14 Complications Pregnancy, Childbirth & Puerperium, Congenital Anomalies

Unit 15 Skin & Subcutaneous tissue

Unit 16 Musculoskeletal & Connective Tissue

Unit 17 Congenital anomalies

Unit 18 Signs, Symptoms & Ill-defined conditions

Unit 19 Injury & Poisoning I, Radiology .

Unit 20 Injury & Poisoning II

Unit 21 Supplementary Classifications—E codes, Medicine & Level II codes

Unit 22 Late Effects

Unit 23 Supplementary Classifications—V codes, Anesthesia & Modifiers

Unit 24 ICD-10-CM and ICD-10-PCS Review

## UNITS

### **Unit 1:** Introduction to ICD-9-CM;

#### General Outcomes:

1.0 The student shall understand the purpose of the ICD-9-

#### Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 1.1 Define “What is Coding”?
- 1.2 Explain that ICD-9-CM is a classification system and reimbursement tool.
- 1.3 Understand what a Tabular List is and explain its importance.
- 1.4 Understand what Alphabetical Index is and explain its importance.
- 1.5 Understand that ICD-9-CM<sub>2</sub> have coding conventions
- 1.6 Identify that the Medical Record as a Source Document and explain how its used
- 1.7 Introduced to basic coding steps of ICD-9-CM-Coding
- 1.8 Introduced to the basic coding guidelines
- 1.9 Understand Instructional Notations, Inclusions, Exclusions, Punctuations
- 1.10 Introduced to the AHIMA Code of Ethics for Coding

## UNITS

Unit 2: Procedures in ICD-9-CM

General Outcomes:

2.0 The student shall understand and demonstrate knowledge of the basic concepts and procedural coding principles of ICD-9-CM, in various settings.

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 2.1 Identify Coding Guidelines for Operations & Procedures in ICD-9-CM
- 2.2 Understand Tabular List Format
- 2.3 Use the Alphabetic Index to locate procedures, studies, tests, operations, surgeries, therapies
- 2.4 Use ICD-9-CM Conventions in Volume 3
- 2.5 Review guidelines Selection of Principles & Secondary Procedure Codes
- 2.6 Understand what Modifiers are and why they are used

**Common Course Number: HIM 1253**

Unit 3: Introduction to PPS

General Outcomes:

3.0 The student shall be introduced to the different types of coding methodologies & payment systems

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

3.1 Define UHDDS

3.2 Explain the differences between Uniform Bill04 (UB04) and CMS 1500

3.3 Selection of the Principal Diagnosis

3.4 Utilize ICD-9-CM Official Coding Guidelines for Coding and Reporting

3.5 Code reporting of Additional Diagnoses

3.6 Use UHDDS for Reporting Procedures

3.7 Explain Prospective Payment System (PPS)

3.8 Explain Quality Improvement Organizations (QIOs)

3.9 Define *Coding for Medical Necessity*

3.10 Explain the relationship of UHDDS to Outpatient Reporting

3.11 Explain Ethical Coding and Reporting

**Common Course Number: HIM 1253**

Unit 4: Infection & Parasitic Diseases

General Outcomes:

4.0 The student shall be introduced to ICD-9-CM Unit1, Infectious and Parasitic Diseases (001-139).

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

4.1 Understand how Unit1 is subdivided into categories and sections.

4.2 Identify Coding Guidelines for Septicemia, Systemic Inflammatory Response Syndrome (SIRS), Sepsis, Severe Sepsis and Septic Shock

4.3 Understand coding of Late Effects for Infection & Parasitic Diseases

4.4 Understand Coding Guidelines for HIV Disease

4.5 Demonstrate the ability to code to basic conditions and diagnoses (001-139) using ICD-9-CM.

**Common Course Number: HIM 1253**

Unit 5: Neoplasms, General Surgery I

General Outcomes:

5.0 The student shall be introduced to ICD-9-CM Unit2, Neoplasms (140-239) and begin introduction to General Surgery I

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 5.1 Understand Coding Guidelines for Neoplasms
- 5.2 Review and understand Neoplasm Behaviors
  - 5.2.1 Neoplasm Table
  - 5.2.2 Morphology
  - 5.2.3 Determination of Primary Sites
- 5.3 Understand Coding Guidelines for V Codes and how to use V Codes to report treatment encounters
- 5.4 Define the Asterisk (\*)
- 5.5 Explain Primary Site Classification
- 5.6 Understand Classification of Secondary Sites
- 5.7 Understand and review the format and codes of
  - 5.7.1 The Male Genital System
  - 5.7.2 The Urinary System
  - 5.7.3 The Digestive System
  - 5.7.4 The Mediastinum/Diaphragm subsection
- 5.8 Demonstrate the ability to code to basic conditions and diagnoses (140-239) using ICD-9-CM.

**Common Course Number: HIM 1253**

Unit 6: Endocrine, Nutritional & Metabolic Diseases & Immunity Disorders and continue General Surgery I

General Outcomes:

6.0 The student shall be introduced to ICD-9-CM Unit3, Endocrine, Nutritional and Metabolic Diseases, and Immunity Disorders (240-279) and continue working with General Surgery I

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 6.1 Identify the subdivisions of ICD-9-CM codes (240-279).
- 6.2 Understand the coding instructions related to diabetes and to fluid, electrolyte and acid base imbalance.
- 6.3 Acknowledge the critical impact of Fifth-digit sub-classifications
- 6.4 Acknowledge coding of complications and manifestations
- 6.5 Understand and review the format and codes of
  - 6.5.1 The Male Genital System
  - 6.5.2 The Urinary System
  - 6.5.3 The Digestive System
  - 6.5.4 The Mediastinum/Diaphragm subsection
- 6.6 Demonstrate the ability to code to basic conditions and diagnoses (240-279) ICD-9-CM.

**Common Course Number: HIM 1253**

Unit 7: Diseases of the Blood & Blood-forming Organs and complete General Surgery I  
General Outcomes:

7.0 The student shall be introduced to ICD-9-CM Unit4, Diseases of the Blood and Blood Forming Organs (280-289) and complete work on General Surgery I

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 7.1 Demonstrate the ability to code basic male genital, urinary, digestive and mediastinum/diaphragm services with ICD-9-CM.
- 7.2 Define and code different types of Anemias
- 7.3 Define and code Coagulation Defects
- 7.4 Define and code Puerpura and other Hemorrhagic Conditions
- 7.5 Define and code White Blood Cell Diseases
- 7.6 Understand when to use NEC and NOS codes for other Blood and Blood-forming Diseases
- 7.7 Demonstrate the ability to code to basic conditions and diagnoses (280-289) using ICD-9-CM.

**Common Course Number: HIM 1253**

Unit 8: Mental Disorders

General Outcomes:

8.0 The student shall be introduced to ICD-9-CM Unit5, Mental Disorders (290-319) and acknowledge DSM-IV-TR.

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 8.1 Explain the differences between DSM-IV-TR and ICD-9-CM
- 8.2 Explain the importance of Updating Coding Descriptions
- 8.3 Define Alcoholism and Alcohol Abuse
- 8.4 Define Drug Dependence and Drug Abuse
- 8.5 Define Principle Diagnosis Selection for Patients admitted for Substance Dependency
- 8.6 Demonstrate the ability to code therapies for substance dependence
- 8.7 Demonstrate the ability to code basic conditions and diagnoses (290-319) with ICD-9-CM.

**Common Course Number: HIM 1253**

Unit 9: Diseases of Nervous System & Sense Organs, General Surgery II

General Outcomes:

9.0 The student shall be introduced to ICD-9-CM Unit6, Diseases of the Nervous System and Sense Organs (320-389) and begin work on General Surgery II

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 9.1 Understand inflammatory conditions and coding for the central nervous system, eye and ocular adnexa, ear and mastoid process.
- 9.2 Demonstrate the ability to code to conditions and diagnoses ICD-9-CM (320-389).
- 9.3 Review and understand subsection format for:
  - 9.3.1 Hemic and Lymphatic Systems
  - 9.3.2 Endocrine System
  - 9.3.3 Nervous System
  - 9.3.4 Auditory system
  - 9.3.5 Eye and Ocular Adnexa
- 9.4 Demonstrate the ability to code basic hemic, lymphatic, endocrine, nervous, auditor, and ocular adnexa services using ICD-9-CM

**Common Course Number: HIM 1253**

Unit 10: Diseases of Circulatory System, ICD-9-CM,

General Outcomes:

10.0 The student shall be introduced to ICD-9-CM Unit7, Diseases of the Circulatory System (390-459)

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 10.1 Define Hypertension and understand the official coding guidelines for Hypertension.
- 10.2 Utilize the Hypertension Table in Alphabetic Index.
- 10.3 Identify the difference between an Acute MI and an Old MI injury and code the conditions accordingly.
- 10.4 Understand the sequencing of Angina and Coronary Disease.
- 10.5 Understand the difference in coding Acute Cerebrovascular Accident and Late Effects of Cerebrovascular Disease.
- 10.6 Understand procedural coding for Cardiovascular services verses Cerebrovascular services.
  - 10.6.1 Diagnostic
  - 10.6.2 Surgical Procedures
- 10.7 Define Coding Format for Pacemakers
- 10.8 Demonstrate ability to code basic conditions, diagnoses and procedures with ICD-9-CM ~~and~~ HCPCs for (390-459).

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Unit 11: Diseases of Respiratory System, ICD-9-

General Outcomes:

11.0 The student shall be introduced to ICD-9-CM Unit8, Diseases of the Respiratory System (460-519)

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

11.1 Understand differences between acute and chronic conditions.

11.2 Understand coding and sequencing of acute respiratory failure.

11.3 Understand endoscopic procedures

11.4 Demonstrate ability to code basic conditions, diseases and procedures using ICD-9-CM((460-519),

**Common Course Number: HIM 1253**

Unit 12: Diseases of Digestive System, Pathology & Laboratory .

General Outcomes:

12.0 The student shall be introduced to ICD-9-CM Unit9, Diseases of the Digestive System (520-579)

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 12.1 Understand coding and sequencing requirements for the digestive system
- 12.2 Understand coding and sequencing requirements for gastrointestinal procedures.
- 12.3 Demonstrate ability to coding basic conditions, diseases, and procedures (520-579) using ICD-9-CM
- 12.4 Explain the format and understand coding guidelines for Pathology and Laboratory section
- 12.5 Demonstrate an understanding of Pathology and Laboratory terminology
- 12.6 Understand the use of venipuncture with Pathology and Laboratory services
- 12.7 Define a facility indicator

**Common Course Number: HIM 1253**

Unit 13: Genitourinary

General Outcomes:

13.0 The student shall be introduced to ICD-9-CM Unit10, Diseases of the Genitourinary System (580-629),

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

13.1 Understand genitourinary tract conditions

13.2 Understand disorders of female genital tract

13.3 Demonstrate ability to coding basic conditions, diseases and procedures (580-629) with ICD-9-CM

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Unit 14: Complications of Pregnancy, Childbirth & Puerperium, Congenital Anomalies

General Outcomes:

14.0 The student shall be introduced to ICD-9-CM Unit 11, Complications of Pregnancy, Childbirth and the Puerperium (630-677),

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 14.1 Understand the Tabular List for Pregnancy, Childbirth and the Puerperium.
- 14.2 Understand the different types of abortions and the impact of the Fifth-digit sub-classification.
- 14.3 Understand complications codes
  - 14.3.1 Associated with Abortion
  - 14.3.2 Non-obstetrical
  - 14.3.3 Obstetrical
  - 14.3.4 Labor and Delivery
- 14.4 Understand classifications of Pregnancy
- 14.5 Understand guidelines for sequencing codes related to pregnancy
- 14.6 Understand with to use V codes with delivery codes
- 14.7 Understand the stages of Labor and Delivery
- 14.8 Understand classifications of obstetrical procedures
- 14.9 Demonstrate ability to code basic conditions, diagnoses and procedures (630-677) using ICD-9-CM

**Common Course Number: HIM 1253**

Unit 15: Skin & Subcutaneous tissue, ICD-9-CM, CPT

General Outcomes:

15.0 The student shall be introduced to ICD-9-CM Unit12, Diseases of the Skin and Subcutaneous (680-709),

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

15.1 Identify the elements of coding Skin, Subcutaneous and Accessory Structures services

15.2 Identify the major factors in wound repair

15.3 Distinguish between professional and technical service components

15.4 Acknowledge surgical tray and when to code for it

15.5 Demonstrate ability to code basic conditions, diseases and services (680-709) using ICD-9-CM

**Common Course Number: HIM 1253**

Unit 16: Musculoskeletal & Connective Tissue, ICD-9-CM

General Outcomes:

16.0 The student shall be introduced to ICD-9-CM Unit13, Diseases of the Musculoskeletal System and Connective Tissue (710-739),

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 16.1 Differentiate among fractures and fracture treatment types
- 16.2 Understand types of traction
- 16.3 Understand elements of arthroscopic procedures
- 16.4 Analyze cast application and strapping procedures
- 16.5 Under the term DME
- 16.6 Demonstrate ability to code basic conditions, diseases and services for (710-739) with ICD-9-CM

**Common Course Number: HIM 1253**

Unit 17: Congenital Anomalies and Certain Conditions Originating in the Perinatal Period

General Outcomes:

17.0 The student shall be introduced to ICD-9-CM Unit14, Congenital Anomalies (740-759), associated V Codes, Unit15, Certain Conditions Originating in the Perinatal Period (760-779)

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

17.1 Understand when and how to use the Infant Coding Guidelines

17.2 Define Principle versus Additional Diagnosis

17.3 Understand the Tabular List for Certain Conditions Originating in the Perinatal Period

17.3.1 Maternal Causes of Perinatal Morbidity and Mortality

17.3.2 Other Conditions Originating in the Perinatal Period

17.4 Demonstrate the ability to code basic conditions, diseases and services for (740-779) using ICD-9-CM

**Common Course Number: HIM 1253**

Unit 18: Signs, Symptoms & Ill-defined conditions

General Outcomes:

18.0 The student shall be introduced to ICD-9-CM Unit16, Symptoms, Signs and Ill-Defined Conditions (780-799),

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

18.1 Know when to use a code from ICD-9-CM Unit16.

18.2 Understand what is a Nonspecific Abnormal Finding.

18.3 Understand when to use signs and symptoms as Principle Diagnosis for Inpatient Encounter  
18.3.1 Inpatient Coding Guidelines

18.4 Understand how to code “probable, suspected, questionable, rule out or working diagnosis” for Outpatient Encounters: Outpatient Coding Guidelines

18.5 Demonstrate ability for coding basic conditions, diagnoses and services for (780-799) using ICD-9-CM.

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Unit 19: Injury & Poisoning I, Radiology .

General Outcomes:

19.0 The student shall be introduced to ICD-9-CM Unit17, Injury and Poisoning I (800-999) and Radiology,

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 19.1 Understand the Unitformat and structure of injuries.
- 19.2 Understand the main terms for injuries
- 19.3 Define “closed” and “open” as describing injuries
  - 19.3.1 Wound, Fracture and Dislocations
- 19.4 Define Sprain from a Strain
- 19.5 Know to include additional codes to identify infections
- 19.6 Describe burn classifications
- 19.7 Understand the Guidelines for Coding burns and Encounters for Late Effects of Burns
- 19.8 Describe when to code debridement of wounds, infections and burns
- 19.9 Understand sequencing of multiple injury codes
- 19.10 Understand effects of Foreign Body codes
- 19.11 Demonstrate ability to code basic conditions, diagnosis and services for (800-999) using ICD-9-CM
- 19.12 Demonstrate an understanding of Radiology terminology
  - 19.12.1 Radiological Planes
  - 19.12.2 Procedures: Fluoroscopy, MRI, CT, MRA, CAT, Tomography, Biometry
- 19.13 Define differences between Professional, Technical and Global services.
- 19.14 Know when to use Modifier -52.

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Unit 19: Injury & Poisoning I, Radiology .continued

19.15 Acknowledge coding for Radiation Oncology

19.16 Demonstrate ability to code basic radiological procedures and services using ICD-9-CM and

**Common Course Number: HIM 1253**

Unit 20: Injury & Poisoning II

General Outcomes:

20.0 The student shall be introduced to ICD-9-CM Unit17, Injury and Poisoning II (800-999)

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 20.1 Describe the section format for Unit17 is divided between Injuries and Poisoning
- 20.1 Differentiate between poisoning ad adverse effect or adverse reactions to substances.
- 20.2 Use the Table of Drugs and Chemicals
- 20.3 Know how to use Instructions for Coding Adverse Effects
- 20.4 Know how to use Instructions for Coding Unspecified Adverse Effects of Drugs
- 20.5 Know how to use Instructions for Coding Poisonings
- 20.6 Know when to use E Codes
- 20.7 Know how to use Instructions for Coding Complications
- 20.8 Demonstrate ability to code Adverse Effect, Adverse Reaction and Poisoning using ICD-9-CM.

Unit 21:                   Supplementary Classifications—E codes, Medicine & Level II codes .

General Outcomes:

21.0    The student shall be introduced to ICD-9-CM Supplementary Classifications – E Codes (E800-E999)

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

- 21.1    Identify External Cause Codes for Injury and Poisoning
- 21.2    Know when E Codes are optional and when they are required
- 21.3    Use Coding Guidelines for Late Effects of External Causes
- 21.4    Understand the benefit of using E Codes
- 21.5    Demonstrate ability in basic coding of E Codes using ICD-9-CM.

Unit 22: Late Effects

General Outcomes:

22.0 The student shall be introduced to Late Effects.

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

22.1 Define Late Effect

22.2 Understand the sequencing of Late Effect coding

22.3 Utilize late effect terminology correctly

22.4 Understand passage of time as related to Late Effect coding

22.5 Demonstrate ability to apply Late Effect coding using ICD-9-CM.

Unit 23:                   Supplementary Classifications—V codes, Anesthesia & Modifiers .

General Outcomes:

23.0    The student shall be introduced to Supplementary Classifications – V Codes (V01-V84)  
Anesthesia Codes and Modifiers

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

23.1    Use main terms leading to V Codes

23.2    Know when to use V Codes for Aftercare services

23.3    Know when to use V Codes related to health services defined as “other circumstances”

23.4    Demonstrate ability to use V Codes following coding guidelines with ICD-9-CM.

23.5    Define types of Anesthesia

23.6    Understand Anesthesia Formula

23.7    Understand the purpose of modifiers

**Common Course Number: HIM 1253**

Unit 24: ICD-10-CM and ICD-10-PCS Review

General Outcomes:

24.0 The student shall be introduced to ICD-10-CM and ICD-10-PCS.

Specific Measurable Learning Outcomes:

Upon successful completion of this unit, the student shall be able to:

24.1 Acknowledge the history and future trend of ICD-10-CM and ICD-10-PCS.

24.2 Explain what is GEM (General Equivalence Mapping) and how it's used