

# To the Student

Expertise in working with the HIPAA-mandated code sets found in ICD-9-CM and CPT/HCPCS is the baseline for correct coding. The diagnosis and procedure codes that physician practices and hospitals report to payers must be properly assigned based on current classifications. Equally important is knowing how to assign and report codes in compliance with government and other regulations such as HIPAA. To avoid potential billing fraud, the diagnoses on each medical insurance claim must support the medical necessity of the procedures. In addition to this code linkage, the reported services and procedures must be correctly documented in the patient medical record.

With many thousands of diagnosis and procedure codes to select from, however, developing coding expertise cannot be based on memorization or on trial and error! Rather, coders must understand the structure and conventions used in ICD-9-CM and CPT/HCPCS, and know the guidelines for applying the codes. Coders also need to know the principles that underlie rules and regulations for compliant claims.

*Medical Coding Workbook for Physician Practices and Facilities* builds coding expertise by providing extensive practice in code selection. It is designed to be used in conjunction with ICD-9-CM, Volumes 1 and 2, and with CPT/HCPCS. ICD-9-CM Volume 3 is needed for Section 8 of Part 3. A medical dictionary and other medical references will also be helpful as you work through the coding exercises.

The workbook has three sections: Part 1, ICD-9-CM; Part 2, CPT and HCPCS; and Part 3, Physician and Facility Coding Linkage and Compliance. The exercises in the parts follow the structure of the coding references. Each set of exercises also presents Coding Tips to extend your knowledge of coding principles.

Because of the importance of correct coding, many medical coders seek certification as professional coders from organizations such as the American Academy of Professional Coders and the American Health Information Management Association. Certification examinations are taken after the coder has had both coding education and work experience. The Coding Quizzes in *Medical Coding Workbook for Physician Practices and Facilities* introduce you to the format of these exams and are useful in helping you build coding skill.

# To the Instructor

*Medical Coding Workbook for Physician Practices and Facilities* is designed for use by students who have a basic understanding of medical coding from introductory instruction. For example, the McGraw-Hill text *Medical Insurance* is designed for medical insurance courses and devotes three chapters to physician practice coding. In the text, students learn the structure and conventions of ICD-9-CM and CPT/HCPCS and the correct process for selecting codes, as well as types of coding errors to be avoided.

## New for the 2011–2012 Edition

Key content changes include:

- Free 14-day access for CodeitRightOnline™.
- All codes and conventions updated for the 2011 code sets: ICD-9-CM, CPT, HCPCS.

Explanations and/or exercises added for new topics:

- BMI ranges in adults
- Text messaging accident, swine flu
- CPT new structure that features resequencing of codes
- New organization of CPT Evaluation and Management section codes
- CMS nonpayment of CPT E/M consultation codes
- New guideline for reporting overlapping pathology/laboratory panels
- Reference to the AMA CPT vaccine product code updates website
- New ABN modifiers
- Updated Official Guidelines for Coding and Reporting Outpatient Services
- Brief introduction to ICD-10-CM and note on ICD-10-PCS

Answers to the exercises in this workbook are available for instructors using *Medical Coding Workbook for Physician Practices and Facilities* at the book's Online Learning Center, [www.mhhe.com/codingwkbk6e](http://www.mhhe.com/codingwkbk6e). It is also posted to the Online Learning Center for Valerius, *Medical Insurance* at [www.mhhe.com/valerius5e](http://www.mhhe.com/valerius5e). Your McGraw-Hill sales representative can provide you with access.

The technical reviewers acknowledged on page xi offered invaluable assistance in reviewing the exercises, answers, and coding tips for accuracy. The reviewers and I hope that we have been correct in our work. Any errors, however, are the author's responsibility. You are encouraged to report these to the publisher, so that corrections can be made.

## CodeitRightOnline™: Your Online Coding Tool

So that your students can gain experience with the use of an online coding tool, they will have access for a 14-day period to CodeitRightOnline, produced by Contexo Media, a division of Access Intelligence.

## Features

These are the general features that are offered with a subscription:

- **CodeitRightOnline Search**—The ability to find a CPT, HCPCS Level II, and ICD-9-CM code either using the Index or Tabular search sections, by code terminology, description, keyword, or code number to locate the correct code. Plus, the Single Search Feature allows you to locate all codes related to a particular term.
- **Fully customizable**—Provides note capability, LCD customization, personalized searches and fee schedules, and specialty-specific code sets.
- **Print Custom Coding Books**—Subscribers can create and print their own specialty-specific CPT, HCPCS, ICD-9-CM, and RVU books.

- **Coding Crosswalks**—Essential coding links from CPT codes to ICD-9-CM to HCPCS Level II codes and to Anesthesia codes.
- **Articles**—We have compiled articles from CMS, OIG, carriers, intermediaries, payers, and other government websites along with newsletter articles from AMA, AHA, Decision Health, Coding Institute, and others.
- **Plus**—LCD/NCD codes for a local state carrier, Medicare’s payment policy indicators, and, of course, CPT®, HCPCS Level II, and ICD-9-CM codes with full descriptions and our Plain English Definitions.
- **ICD-10-CM/PCS Code Sets**—Helps you prepare for 2013 mandatory implementation with ICD-10-CM/PCS full code sets and descriptions.
- **NCCI Edits Validator™**—Validates codes to help you remain in compliance with the correct coding guidelines established by the Centers for Medicare & Medicaid Services (CMS).
- **Automatic Updates**—Ensures that CodeitRightOnline contains the most up-to-date, real-time information.
- **Build-A-Code™**—Allows students to build codes from the ground up, helping them understand how ICD-10 codes are constructed.
- **Click-A-Dex™**—Helps index searches for easy future reference.
- **Comprehensive Medicare Resource**—Contains local coverage determination (LCD) and national coverage determination (NCD) information, contact information for comprehensive list of Medicare providers, and information on how to bill for procedures allowed by Medicare’s Physician Quality Reporting Initiative (PQRI) program.
- **ABC Codes and Descriptions**—Provide access to the alternative medicine codes you need to describe services, remedies, and/or supplies required during patient visits.

## Using the Online Coding Tool

Go to CodeitRightOnline to complete the steps needed to begin. The following screen will appear:

The screenshot displays the CodeitRightOnline website interface. At the top, there is a navigation menu with links for Home, Features, Demo, Free Trial, Subscribe, and Tutorials. The main content area features a large banner with the headline "Better Than Ever!" and the tagline "Code it Right, every time!". Below this, there is a "Watch a Demo" button and a "Log in" link for existing members. To the right of the banner, a search results preview is visible, showing a list of search results with columns for code, description, and other details. Below the banner, there are five feature boxes: "SEARCH" (Search in one place to access complete, updated code sets), "PERSONALIZE" (Customize your own searches, notes, fee schedules and more), "NCCI Edits Validator™" (Keep codes clean for avoiding denials), "OCT 1 2013 ICD-10" (Full access to ICD-10-CM/PCS code sets), and "BUILD-A-CODE™" (Easily build ICD-10 and other codes from the ground up).

Click on the Free Trial tab at the top right-hand corner of the screen. On the page that appears, enter your name, e-mail address, school, phone, and address. Next, click on “Use account contact information” for your account administrator information, a one-time process that optimizes CodeitRightOnline for your particular location. Choose a username and password you will remember. Next, read the Terms and Conditions, including the AMA Agreement. After accepting these Terms and Conditions, click Continue. You will then receive an e-mail containing an activation link. Clicking on the link will activate your account. From that page, follow the “Click here” link to sign in with the account information you selected. This will take you to the CodeitRightOnline home page—you’re in!

These actions set up your trial subscription. Now, to use the online coding tool to locate codes, click Search and select the appropriate code set. Next, choose the start point for your code search. For example, select ICD-9-CM Vol 1,2 and Vol 3 in the Show Results For box, enter the term *fracture*, and click Search. CodeitRightOnline will return a list of the various fracture entries for your selection. To see how it works, choose Fracture of Ribs, Closed and click the code number to review the Tabular List entry.

# Blackboard

McGraw-Hill Higher Education and Blackboard have teamed up. What does this mean for you?

1. **Your life, simplified.** Now you and your students can access McGraw-Hill's Connect™ and Create™ right from within your Blackboard course—all with one single sign-on. Say goodbye to the days of logging in to multiple applications.
2. **Deep integration of content and tools.** Not only do you get single sign-on with Connect™ and Create™, you also get deep integration of McGraw-Hill content and content engines right in Blackboard. Whether you're choosing a book for your course or building Connect™ assignments, all the tools you need are right where you want them—inside of Blackboard.
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4. **A solution for everyone.** Whether your institution is already using Blackboard or you just want to try Blackboard on your own, we have a solution for you. McGraw-Hill and Blackboard can now offer you easy access to industry leading technology and content, whether your campus hosts it, or we do. Be sure to ask your local McGraw-Hill representative for details.



Blackboard

# Do More

# Acknowledgments

Suggestions have been received from faculty and students throughout the country. This is vital feedback that is relied upon with each edition. Each of those who have offered comments and suggestions has our thanks.

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