



## ICD-10 Code Inventory Chart

A smooth and successful conversion from ICD-9 to ICD-10 requires you to pinpoint every place where diagnosis codes are used in your practice. Overlooking even one instance could have unintended consequences for not only your revenue cycle, but also patient care.

With the October 1, 2014, ICD-10 compliance deadline fast approaching, use this chart to help uncover the areas where diagnosis (dx) codes are used in your practice, and then ensure the proper steps are taken to update them.

Where to look	Audit of existing dx codes complete? (Y/N)	Steps to complete the ICD-10 transition	Transition steps completed? (Y/N)
<b>Electronic Health Record (EHR)</b>		Update or replace EHR software, including all templates  Educate providers about code & process changes that are a result of EHR software updates	
<b>Practice Management System (PM)</b>		Update or replace PM software <i>Remember that loading in the ICD-10 values may be a separate step from installing the necessary updates or software</i>	
<b>Clearinghouse</b>		Contact clearinghouse vendor about updates and testing schedules to make sure they are prepared  Consider replacing your clearinghouse if they aren't ready now	
<b>Scheduling and Eligibility Verification</b>		Update eligibility software & processes	
<b>Pre-Certification/ Authorizations</b>		Update pre-certification & authorization processes & forms	
<b>Orders (Laboratory/ Diagnostic Tests)</b>		Update forms & systems for lab orders/results, dx tests and other ordered procedures	
<b>Referral System</b>		Update referral process & forms	
<b>Superbill</b>		Update paper and/or electronic forms	
<b>Coding Systems</b>		Review entire coding & claims submission process  Review provider query process	
<b>Contracts and Fee Schedules</b>		Review all payer policies, contracts & fee schedules for commonly used codes and negotiate any necessary changes with payers	
<b>Research and Reporting</b>		Update all forms & processes related to clinical studies; clinical or financial analysis; public health reporting; & quality reporting (including PQRS)	
<b>Compliance Management</b>		Update all forms & processes used to audit or report compliance with payer & government rules & regulations	

### Prepare for ICD-10

Visit the ICD-10 Hub ([www.icd10hub.com](http://www.icd10hub.com)), sponsored by Navicare and the AAPC, for the latest ICD-10 news, resources, and transition tips.

### About Navicare

Navicare is a leading medical claims clearinghouse that helps physician practices increase profitability through improved claims reimbursement and staff productivity. All solutions are supported by the Navicare 3-Ring™ Policy – all support calls are answered within three rings, even during times of transition like 5010 and ICD-10. Guaranteed. Our systems are ready for ICD-10 and we are committed to making our clients' move to ICD-10 as smooth as possible – before, during and after the transition.

**For more information visit [www.navicare.com](http://www.navicare.com) or call 1-877-NAVICURE.**