

**HARTNELL COLLEGE
FUNDAMENTALS OF ICD-9 CODING
COURSE OUTLINE**

COURSE DESCRIPTION:

An introduction to the ICD-9-CM Coding (International Classification of Diseases, 9th Revision, Clinical Modification) manual and in-depth study of Volume 1 (Diseases: Tabular List), Volume 2 (Diseases: Alphabetical Index), and Volume 3 (Procedures: Tabular List and Alphabetic Index). Emphasis on the format and content of the volumes and use of the manual to locate codes for diseases and illnesses.

COURSE OBJECTIVES:

The student will

1. identify the purpose and use of the ICD-9-CM manual.
2. describe the format of the ICD-9-CM manual.
3. describe and explain the conventions in the ICD-9-CM manual.
4. identify the characteristics of the Alphabetic Index (Volume 2).
5. compare and contrast the sections of the Alphabetic Index (Volume 2).
6. identify the characteristics of the Tabular List (Volume 1).
7. describe the two major divisions of the Tabular List (Volume 1) and the format of each.
8. reference the Alphabetic Index (Volume 2) and locate the diagnosis code identified in the Tabular List (Volume 1).
9. identify the characteristics of the Five Appendices in the Tabular List (Volume 1) and describe their uses.
10. identify the characteristics of the Procedures Index and Tabular List (Volume 3).
11. describe the relationship between the Tabular List and the Alphabetic Index and explain how the two are used in conjunction with one another.
12. identify and use general coding guidelines.
13. determine the level of specificity in coding.
14. identify and explain abbreviations used in the ICD-9-CM manual.
15. compare and contrast codes for acute and chronic conditions and determine the appropriate coding for these conditions.
16. identify when to use a combination code.
17. identify and code situations that require the use of two codes to describe a single condition.
18. identify the appropriate use of the uncertain diagnosis code.
19. determine the appropriate use of the impending or threatened condition code.
20. compare and contrast the use of the principal diagnosis code vs. symptoms and signs codes.
21. explain and apply rules used for sequencing codes.
22. explain the use of V codes and E codes and describe how to locate them in the Tabular List.
23. explain the use of late effects codes and describe how to sequence late effects code with a residual condition.
24. compare and contrast combination coding and multiple coding.
25. identify and define terminology used in the Tabular List.
26. identify and use the methods of classification for diseases in the Tabular List chapters.
27. determine how to code and sequence codes for diseases in the Tabular List chapters.
28. compare and contrast the rules, guidelines, classifications, sequencing, and coding specifications for each chapter in the Tabular List.
29. describe formats of individual volumes of the ICD-9-CM manual.
30. analyze and use each volume of the ICD-9-CM manual.
31. interpret source documents to determine appropriate coding for medical procedures and services.
32. demonstrate use of appropriate coding for medical procedures and services.
33. describe the improvements of ICD-10-PCS coding compared to ICD-9-CM coding.

COURSE CONTENT:

1. ICD 9 Format, Conventions, and Use
 - a. Three volumes of the ICD-9-CM manual
 - b. ICD-9-CM manual format and conventions (symbols, abbreviations, punctuation, and notations) and definitions
 - c. Alphabetic Index (Volume 2)
 - d. Tabular List (Volume 1)
 - e. Five Appendices in the Tabular List (Volume 1)
 - f. Procedures (Volume 3)
2. Official Guidelines for Coding and Reporting
 - a. General coding guidelines
 - b. Level of detail in coding
 - c. Abbreviations in coding
 - d. Acute and chronic conditions codes
 - e. Combination codes
 - f. Multiple coding for a single condition codes
 - g. Uncertain diagnosis codes
 - h. Impending or threatened condition codes
 - i. Selection of principal diagnosis codes
 - j. Symptoms and signs codes
 - k. Rules for sequencing codes
3. V Codes, E Codes, and Late Effects
4. Chapter-Specific Guidelines for the Tabular List
 - a. Combination coding and multiple coding
 - b. Infectious and parasitic diseases coding
 - c. Neoplasms coding
 - d. Endocrine, nutritional, metabolic diseases, and immunity disorders coding
 - e. Diseases of the blood and blood-forming organs coding
 - f. Mental disorders coding
 - g. Diseases of the nervous system and sense organs coding
 - h. Diseases of the circulatory system coding
 - i. Diseases of the respiratory system coding
 - j. Diseases of the digestive system coding
 - k. Diseases of the genitourinary system coding
 - l. Pregnancy, childbirth, and puerperium coding
 - m. Diseases of the skin and subcutaneous tissue coding
 - n. Diseases of the musculoskeletal system and connective tissue coding
 - o. Congenital anomalies and certain conditions originating the perinatal period coding
 - p. Symptoms, signs, and ill-defined conditions coding
 - q. Injury and poisoning coding
5. Additional General Guidelines
6. Outpatient Services
 - a. Diagnostic coding
 - b. Reporting guidelines
7. Introduction to ICD-10-PCS coding