

ICD-10 Implementation Team Meeting Minutes
November 18, 2013
 11:00am - 12:00pm

Conference number: **1-888-363-4734**; Access Code: **2142113#**
<https://dhhs.ncgovconnect.com/icd10/>

Attendees (☑ = present; ☐ = absent)

<input checked="" type="checkbox"/> Sarah Brooks (Facilitator) - DPH	<input type="checkbox"/> Kathy Hartsell – Cabarrus Health Alliance
<input type="checkbox"/> Adriane Eaton – Stokes Family Health Center	<input type="checkbox"/> Lana Deyneka - DPH
<input type="checkbox"/> Alice Salmons Mitchell – Yadkin Co LHD	<input type="checkbox"/> Lisa Perry – Franklin County
<input checked="" type="checkbox"/> Ann Moore – DPH	<input type="checkbox"/> Lynn Conner – DPH
<input type="checkbox"/> Anita Knight – Rockingham Co LHD	<input checked="" type="checkbox"/> Marcia Mandel – Raleigh CDSA
<input type="checkbox"/> Betty Hawkins – Stokes Family Health Center	<input checked="" type="checkbox"/> Michelle Williams – Durham County Health Dept
<input type="checkbox"/> Bob Martin – DPH	<input type="checkbox"/> Monica Massey, DNP, FNP – Wilson Co LHD
<input checked="" type="checkbox"/> Brenda Dunn - DPH	<input checked="" type="checkbox"/> Pamela Serrell Cochran – DPH
<input type="checkbox"/> Candi York – Cumberland Co LHD	<input checked="" type="checkbox"/> Qiudi Wang – DPH (EI Branch)
<input type="checkbox"/> Candy Tharrington – Franklin Co LHD	<input type="checkbox"/> Reginald Holliday – Durham County Health Dept
<input type="checkbox"/> Carla Morgan – Jackson Co LHD	<input type="checkbox"/> Roy Gilbert – Office of Rural Health & Community Care
<input checked="" type="checkbox"/> Carol Tyson – DPH	<input type="checkbox"/> Sandra Cox – Craven Co LHD
<input type="checkbox"/> Cindy Wall – Rockingham Co LHD	<input checked="" type="checkbox"/> Sharon Artis - DPH
	<input checked="" type="checkbox"/> Stacey Eaton – DPH (EI Branch)
<input type="checkbox"/> Colette Gelin – Cumberland Co LHD	<input checked="" type="checkbox"/> Susan Little - DPH
<input checked="" type="checkbox"/> Diane Keener – Macon Co LHD	<input checked="" type="checkbox"/> Susan Reidy – Durham County Health Dept
<input type="checkbox"/> Donna Sawyer – Albemarle Region Health Services	<input type="checkbox"/> Sylvia Gentry – Stokes Family Health Center
<input checked="" type="checkbox"/> Eleanor Howell – DPH	<input checked="" type="checkbox"/> Tammy Norville – Office of Rural Health & Community Care
<input type="checkbox"/> Gay Welsh – DPH	<input checked="" type="checkbox"/> Taryn Edwards - DPH
<input type="checkbox"/> Joy Reed – DPH	<input checked="" type="checkbox"/> Tony Ivosic – DPH
<input type="checkbox"/> Karen Cowan – Mecklenburg Co LHD	<input checked="" type="checkbox"/> Vicki White – Durham County Health Dept

Item	Agenda Items	Presenter	Decisions / Action Items	Questions / Comments
1	CDSA Training	Sarah Brooks	Qiudi Wang will solicit examples of CDSA scenarios to add to the scenarios submitted by Raleigh CDSA so these can be included in the 2014 training.	During Oct/Nov, 3 two-day training sessions were conducted for 73 CDSA ICD-10 Implementation Team members and EI staff. Training included ICD-10-CM Coding, Business Impact Assessments and Clinical Documentation Assessments. An outcome of those training sessions was a decision to form a workgroup to develop a Coding Resource Guide in an effort to standardize coding practices for common diagnoses across all CDSAs. The EI Branch is in the process of identifying members of the workgroup and Sarah Brooks will work with the workgroup during this process. Revisions to the CDSA training

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				<p>materials will not begin until the workgroup completes the Coding Resource Guide. Also, CDSAs will be advised to delay Clinical Documentation Assessments until the Guide is available.</p>  <p>CDSA Coding Issues to be Addressed by V</p>
2	Issues Submitted to Medicaid	Sarah Brooks	<p>Implementation Team members will send Sarah any additions/changes to the Issues list by 11/27/13.</p> <p>Sarah will send an updated version (attached) with correction of an error identified by Eleanor Howell - Done</p>	<p>On 10/15/13, Sarah Brooks and Roy Gilbert met with OMMISS staff who will be working on ICD-10 (Tamika Bennett and Karen Lumsden). The attached document includes some outcomes from the meeting as well as some additional issues that have been submitted since the meeting occurred. Sarah stressed the criticality for ensuring the list is complete and requested that team members review the items and submit any changes/additions to her by next week.</p>  <p>Issues for Meeting with Medicaid update</p>
3	ICD-10-CM Training	Sarah Brooks	<ol style="list-style-type: none"> 1. Sarah will update the Education Matrix based on decisions made related to items 3 and 5 on the agenda. Done - attached 2. <ol style="list-style-type: none"> a. Sarah will modify the Proposed Training Sessions. Done – attached b. Implementation Team members will review the modified Training Sessions to ensure that the groupings of categories for Specialized Training are appropriate and provide any feedback on the SWAG estimates. c. Qiudi Wang will provide information on Estimated # of Service Coordinators and Billing Staff as well as Physicians, FNPs and Nurses. d. Sarah requested that any Implementation Team members that can provide 	<ol style="list-style-type: none"> 1. LHD Education Matrix – need some LHD members who attended the training to review the matrix. http://ncpublichealth.info/lhd/icd10/training.htm No comments received so recommend Matrix remain unchanged except for training classifications that may be removed (e.g., financial impacts)  <p>Education Matrix v20.xls</p> <ol style="list-style-type: none"> 2. Timeline for training in 2014 – Project schedule has training being conducted March-June. A training breakdown was proposed and discussed. During the meeting, there was much discussion about the groupings for Specialized training for LHDs so the attached reflects the recommended changes.  <p>Proposed Training Sessions v2.xls</p>

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			<p>more accurate numbers for LHD participants should send the information to Sarah.</p> <p>e. Sarah will work on scheduling the training room and setting up proposed dates for the 2014 training over the next few weeks.</p> <p>f. Once dates are established, Sarah will publish the dates so local agency staff can start deciding which staff need to go to which training sessions. Registration for classes will begin in March.</p>	
4	ICD-10-CM Testing	Sarah Brooks	<ol style="list-style-type: none"> 2. Sarah will continue to follow up with DIRM 3. Sarah will continue to monitor readiness of HIS vendor and clearinghouse 	<ol style="list-style-type: none"> 1. Status of NCHICA testing pilot - The testing pilot has been discontinued as an NCHICA pilot project and is now a private venture. 2. Sarah has requested test cases from DIRM per Eleanor's suggestion at the last meeting but nothing has been received to date. 3. Medicare Administrative Contractors (MACs) will have a week of testing March 3-7, 2014. May not be ready to test HIS by those dates.
5	Project Schedule	Sarah Brooks	<p>All recommended changes were accepted by the Implementation Team. Sarah will update the Project Schedule. Done - attached</p>	<p>Deliverables highlighted in pink are complete. Deliverables in progress will have check marks in the first column. Deliverables highlighted in yellow are recommended for revision and include:</p> <p>Task 2.5-2b (line 174), Task 2.5-3c (line 190), Task 2.5-4b (line 197) – These will be completed once the breakdown of specialized categories for LHDs are finalized and the CDSA Workgroup completes their work. Recommend extending deadline to 4/16/14</p> <p>Tasks 2.5-6a and 2.5-6b (begin line 208), Task 3.5-5 (line 385), Task 3.6-1c (line 436) – Recommend this training be removed since Financial Impacts related to billing are unknown and without extensive testing, cannot estimate the impacts. Staff impacts were addressed during BIA and CDA training.</p> <p>Task 3.6-1c (lines 432, 433) – Recommend delay in test scripts until software updates are received from Netsmart and OMMISS responds to question about testing opportunities.</p> <div style="text-align: center;">  <p>ICD-10 Project Schedule by Tasks Re</p> </div>
6	Issues Log	Sarah Brooks	Team members should send any new issues or risks or updates to existing	Updated Issue Log/Risk Matrix attached.

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			issues and risks to Sarah.	 ICD-10 Implementation Proje Any new issues?? Any new risks??
7	DPH and Local Agency Implementation Status	Implementation Team Members	This will be an agenda item each month. 1. Diane Keener will send Sarah any of the scenarios she has covered in training that are appropriate for public health.	1. LHD Status – Diane Keener reported that she has 4 weeks left in an ICD-10 course she is taking at her Community College. Diane emphasized that there is a lot of work to do and she hopes local agencies are making preparations. Her agency plans to adjust their appointment schedule during October but they hope that the work they do prior to October 1, 2014 will help them avoid delays. She noted one of the business impacts they identified is with lab orders from outside practitioners – they need to make sure the practitioners are ready to submit ICD-10-CM codes with lab orders generated after October 1. 2. CDSA Status - Refer to Agenda Item 1 3. Rural Health Status – Tammy Norville will be taking over ICD-10 from Roy Gilbert. She is waiting for Roy to send her materials. 4. DPH Status – nothing new to report
8	Other	All		
9	Adjourn	All		Adjourned at 11:45am
Next Meeting Date: Monday, Dec 16, 2013 11:00am – 12:00pm; Computer Training Room (Bldg 3, 2nd Floor) and Webinar Access				

2014 Meeting Dates – Please place on your Calendars:

Jan 13, Feb 17, Mar 17, April 21, May 19, June 16, July 21, Aug 18, Sept 15, Oct 20, Nov 17, Dec 15