Lane Community College

Section 1. Proposed Course Outline (A general statement of course content that informs class syllabus construction. Once approved, all sections of a given course must include this content, no matter which instructor teaches the course, or the mode of delivery. Divisions must include this new course outline in the Divisional Course Outline binder as required by COPPs.)

Course Number: **HIM270**   Full Course Title for print catalog: **ICD Coding**

Abbreviated Course Title for Banner: **HIM270 ICD Coding**   (30 character limit)

Prerequisites: HO100 Medical Terminology, HO150 Human Body Systems 1(or BI 232 with a C or better)

Co-requisites: HO 153 Pharmacology, HO152 Human Body Systems 2 (or BI233)

Grade Option: ☒ Graded (with P/NP option)   ☐ Pass/No Pass only

Number/Type Credits	Term Minimum Contact	Term Maximum Contact	11-Week Term Contact
3 Lecture	30 hours (lecture credits x 10)	36 hours (lecture credits x 12)	33 hours (lecture credits x 11)
__ Lec/Lab	__ hours (lec-lab credits x 20)	__ hours (lec-lab credits x 24)	__ hours (lec-lab credits x 22)
1 Lab	30 hours (lab credits x 30)	36 hours (lab credits x 36)	33 hours (lab credits x 33)
4 Total credits (sum)	**60 Total hours (sum)**	**72 Total hours (sum)**	**66 Total hours (sum)**

Course Description (1000 character limit):

Examines the development of coding classification systems. Introduces ICD coding classification system, its format and conventions. Stresses basic coding steps and guidelines according to body systems. Provides actual coding exercises in relation to each system covered. Prerequisites: HO100 Medical Terminology, HO150 Human Body Systems 1. Prerequisites or co-requisites: HO 153 Pharmacology, HO152 Human Body Systems 2, (or BI 230, 231, and 232). All co-req/pre-reqs must be passed with a C or better.

Course Outcomes and Proficiencies

What will the student **know** or **be able to do** at the end of the course?

What **attitudes** related to the subject will the student hold?

Assessments Planned

What evidence will demonstrate that students have achieved course outcomes? (assessment tools may include departmental tests, written products, portfolios, juried performances, quizzes and exams, or alternative assessments such as qualitative studies, capstone projects, external reviewers, etc.)

Upon successful completion of this course, the student will:	**How each outcome will be assessed:**
1. Identify the basic components, conventions, and principles of International Classification of Diseases ICD coding.	Assessments, group work, lab work, quizzes.
2. Utilize the Official Guidelines for coding and reporting.	Assessments, group work, lab work, quizzes
3. Assign appropriate codes for diagnosis of diseases and conditions.	Assessments, group work, lab work, quizzes
4. Demonstrate ability to abstract information from health records and assign appropriate codes in proper sequence.	Assessments, group work, lab work, quizzes
5. Demonstrate ability to assign correct diagnosis codes to the highest level of specificity.	Assessments, group work, lab work, quizzes
6. Assign accurate codes with respect to Medical Severity-Diagnostic Related Groups (MS-DRGs).	Assessments, group work, lab work, quizzes
7. Appropriately assign codes from the International Classification of Diseases (ICD) Volume 3 section with application to Medical Severity Diagnostic Related Groups (MS-DRGs).	Assessments, group work, lab work, quizzes

Course Content by Major Topics

What topics will be presented? What are the main activities of the course? What are the central themes?

(See sample at http://www.lanecc.edu/cops/format3.htm.)

Topics:

Week 1 –Lecture Topics: Welcome, syllabus review, review: reimbursement, HIPPA, and compliance, etc. NOTE: As the transition in the United States is made from ICD-9 codes to ICD-10 coding, the primary focus of the curriculum will shift from ICD-9 to ICD-10 coding, and teaching students to cross-walk back to ICD-9 using the GEM files as needed for previously coded records.

Week 2 – Lecture Topics: Overview of ICD Codes: Organization of ICD book and process for identifying ICD codes, review of symbols and terminology specific to ICD. Review of official outpatient coding and reporting Guidelines.

Week 3 – Lecture Topics: Using ICD: Organization of the Guidelines, level of specificity, Integral conditions, Multiple Coding, Acute and Chronic, Combination Codes, Late Effects, Impending or Threatened Condition.

Week 4 – Lecture Topics: Specific Guidelines for ICD - Infectious diseases, neoplasms, endocrine, nutritional, and metabolic disease, and immunity disorders, diseases of blood and blood forming organs, mental disorders.

Week 5 – Lecture Topics: Specific Guidelines for ICD - Diseases of the nervous system and sense organs, diseases of the circulatory system, and diseases of the respiratory system.

Week 6 – Lecture Topics: Specific Guidelines for ICD - Digestive system, diseases of the genitourinary system, complications of pregnancy, childbirth, and the puerperium.

Week 7 – Lecture Topics: Specific Guidelines for ICD - Diseases of the skin and subcutaneous tissue, diseases of the musculoskeletal systems, and connective tissues, congenital anomalies and certain conditions originating in the perinatal period, symptoms, signs, and ill-defined conditions, and injury and poisoning.

Week 8 – Lecture Topics: Specific Guidelines for ICD - Supplementary classification of external causes and factors influencing health status and contact with health services.

Week 9 – Lecture Topics: Specific Guidelines for ICD - Official inpatient coding guidelines, selection of principal diagnosis, reporting of additional diagnoses, present on admission (POA) reporting guidelines, and Medical Severity Diagnostic Related Groups (MS-DRGs).

Week 10 – Specific Guidelines for ICD – Volume 3 procedure coding for inpatient coding in relation to MS-DRG assignment. Review ICD coding for Final exams.

Week 11 – Final Exam

Section 2. Proposal Information

Course Developer:	**Type of Proposal**	**Type of Course:**
Shelley K. Williams	☒ New course	☐ Lower Division Collegiate (transfer)
Reviewed and approved by: Anjeanette Ransdell, CCS, and Debbie Smith, CPC, CPC-P, MCS-P		

Date: 12/15/2011	☐ Currently 199 or 299	☒ Professional/Technical (required or elective)
Catalog year to take effect: 2012/2013	☐ Experimental Course	☐ Developmental, numbered below 100
	☐ 199 Special Studies	
	☐ 299 Trends	
	☐ Revised course (If increasing credits, use credit change form)	
	☐ Reactivated course with no change	
	☐ Reactivated course with changes	

Rationale:
How does this proposal further the goals of the program or department?

Upgrades the HRT Program Coding Career Pathway certificate to today's standards and will

prepare students to be successful when testing for the AAPC CPC exam, which has become the standard for an entry level coding career.

What assessment evidence supports this proposal?

HRT Advisory Board members' recommendations, BOLI, current credentialed coding faculty, and American Academy of Professional Coders (AAPC) website. Also, these courses will articulate into the AAS HIM Program which will allow students to be successful earning their RHIT certification (CAHIM Certification requirements www.ahima.org)

How do you know there is a demand for this course?

Current and past HRT students requesting increased level of education around coding. Advisory Board member recommendations, and the continuing job projections, especially increasing knowledge base required for ICD-10 coding. The days of "on the job training" for coders are becoming a practice of the past as ICD-9 coding is sunset.

Section 3. Curriculum Equity (http://www.lanecc.edu/cops/curric.htm)
To promote an environment where all learners are encouraged to develop their full potential, this course will support Lane's Curriculum Equity policy in the following way(s):

This will be an online course available to all LCC students accepted in the HRT Program.

Section 4. For revised courses only: PREVIOUS Catalog/Course Information:

Course Number: _____ Course Title in Banner: _____ (30 characters maximum)

Full Course Title in print catalog:

Prerequisites:

Co-requisites:

Grade Option: ☐ Graded (with P/NP option)   ☐ Pass/No Pass only

Number/Type Credits	Term Minimum Contact	Term Maximum Contact	11-Week Term Contact
__ Lecture	__ hours (lecture credits x 10)	__ hours (lecture credits x 12)	__ hours (lecture credits x 11)
__ Lec/Lab	__ hours (lec-lab credits x 20)	__ hours (lec-lab credits x 24)	__ hours (lec-lab credits x 22)
__ Lab	__ hours (lab credits x 30)	__ hours (lab credits x 36)	__ hours (lab credits x 33)
__ **Total credits (sum)**	___ **Total hours (sum)**	___ **Total hours (sum)**	___ **Total hours (sum)**

Course Description:

What will change? ☐Course Number ☐Title ☐Course Description ☐Credit hours ☐Contact hours

Section 5. Support Courses (New Professional/Technical course proposals must complete.)
Professional/Technical courses are tracked within programs for purposes of Carl Perkins funding and budgetary planning. Indicate all degree or certificate programs for which this course will be required.

Program	Division
HRT Program/Coding Career Pathway Certificate	Health Professions

Section 6. Overlap Courses (New course proposals must complete.)
While overlap of course materials is not necessarily a flaw, duplication of course materials may lead to inefficient use of college resources. If there is overlap, the faculty of overlapping courses must agree on the extent of overlap and attach a rationale explaining its necessity.

Indicate all departments/courses that this course may overlap. Division Dean of existing course enters one of two options at right. Note: N/A is not an option.

Options:
1. Approved: overlap is acceptable. Rationale attached.
2. Disapproved: reasons attached.

Division	Course Number / Title	% Overlap	Option	Division Dean of existing course (Signature required for all options)	Date

Section 7. Qualification to fulfill degree requirements (complete all relevant forms, available at http://www.lanecc.edu/currsched/drrcforms.htm, and send to Mary Brau for the Degree Requirements Review Committee):

☐ Form(s) applying for the following degree requirement status have been attached. (Only check this box when forms have been completed and attached.)

AAOT, ASOT-Bus, OTM:

☐ Arts & Letters

☐ Social Sciences

☐ Science / Mathematics / Computer Science

AAOT:

☐ Ethnic/Gender/Cultural Diversity

AAS, 1-year and 2-year certificates:

☐ Human Relations

Section 8. Library Impact Statement

Under accreditation standards, Library consultation is essential for new programs, new courses and for substantively revised courses when the revisions entail any change in library use.

What assignments will require the use of library and information resources?
None. All materials will be provided via text book or online.

Each academic area has a Liaison Librarian (http://www.lanecc.edu/library/services/liaison.htm). Contact the designated librarian to discuss the library needs of your course. Please allow the librarian at least one week to assess library resources.

To be completed by Liaison Librarian:
☐ Library resources are adequate to support this proposal.
☐ Additional resources are needed but can be obtained from current funds.
☐ Significant additional Library funds/resources are required to support this proposal.

Liaison Librarian	Date

Section 9. Divisional Approval (To be completed by Division Chair and Administrative Assistant)

Human, Physical, and Financial Resources:
☒ Additional instructional costs (staff, materials, services or facilities) will be incurred to offer this course.
Source of funding: tuition

☐ No additional instructional resources (staff, materials, services or facilities) are needed to offer this course.
Explain:

Required Certifications:
☐ We have developed minimum course certification standards according to the COPPs procedure "Instructor Qualifications: Credit," to be filed with OISS upon course approval.
☐ We have completed faculty certification form(s) for faculty qualified to teach this course, to be filed with OISS and Human Resources upon course approval.

Fees:
☐ We have completed fee rationale and fee request forms to be submitted to OISS upon course approval, in compliance with the COPPs procedure, "Fees: Special"
☐ No special fees will be required for this course.

Divisional Recommendation:

☐ The Division Chair and Administrative Assistant have reviewed this course proposal and kept a copy for divisional files.

☐ Faculty review of this course was completed within the division on _____ (date).

☐ Pass   ☐ Do Not Pass

Administrative Assistant/Coordinator	Date	Division Dean	Date

Section 10. College Approval

Curriculum Committee Chair	Date	Executive Dean	Date
Curriculum Approval Committee hearing:	Date	Vice President, Academic Affairs, Chief Academic Officer	Date