

## HAAD Clinical Coding Steering Committee Meeting

**Date/Time/Place:** June 11, 2008 at 9:30 am at SKMC Conference Room

**Presiding Chair:** Ann L. Webster, RHIA, CCS Tawam Hospital

**Co-Chair:** Sameera Al Hashemi, SKMC, excused

**Recorder:** Ann L. Webster, Tawam Hospital

**Present:** Jameel Ahmed, HAAD; Nestor Sibayan, Tawam Hospital; Rising Ramechandran, Al Rahba Hospital; Binu Paul, Mafrag Hospital; Shamim Ahmed, SKMC; Michelea Peech, Al Noor Hospital, Al Ain; Dr. Sameer Khan, NAS.

**Apologies:** June Beaumont, Al Ain Hospital; Velikakathu T. Sunil, Al Rahba Hospital; Selvakumar S, Corniche Hospital; Sameera Al Hashemi, SKMC; Mitchell Jesson, Tawam Hospital; Pam Gyles, Zayed Military Hospital; Malda Ellahham, Daman Insurance.

Item No	Matters Discussed & Decision Taken	Person Responsible For Action	Target Date
1.0	<p><b>Call to order</b></p> <p>The meeting was called to order at 9:40 am.</p>	Chair	
2.0	<p><b>Apologies and Guests</b></p> <p>June Beaumont, Al Ain Hospital; Velikakathu T. Sunil, Al Rahba Hospital; Selvakumar S, Corniche Hospital; Sameera Al Hashemi, SKMC; Mitchell Jesson, Tawam Hospital; Pam Gyles, Zayed Military Hospital; Malda Ellahham, Daman Insurance sent their apologies.</p> <p>The Chair welcomed two new members to the Committee, Dr. Sameer Khan from NAS as our TPA (third party administrator) member and Michelea Peech from Al Noor Hospital– Al Ain, as our private hospital member.</p>		
3.0	<p><b>Review/Revision of Previous Minutes</b></p> <p>Minutes of May 1, 2008 meeting were approved as written and have already been posted on the Wikki by Jameel.</p>		
4.0	<p><b>Mechanical Ventilation Coding</b></p> <p>Jameel indicated that he had distributed the mechanical ventilation coding document to the members and had received no comments, therefore they are assumed approved. He had not posted them yet on the Wikki site as we are waiting to make some changes to the site to make it more user friendly. Ann suggested that he go ahead and</p>	Jameel to post guidelines on Wikki.	June 30

	post the guidelines on the site anyway because the modifications to the Wikki site may still take some time.		
5.0	<p><b>Update of Coding Manual</b></p> <p>Ann mentioned that she has not had a chance to work on this yet. The manual will be updated before the end of the year with the 2007 and 2008 changes, to include CPT and IR DRGs.</p> <p>She also mentioned that we need to pay close attention to the version of the coding schemes we are using. We should be using the latest version that is published. For example we are now using the 2007 ICD9CM codes and the 2008 CPT codes. This is because the ICD9CM codes are updated every October in the US, as this is the federal government's fiscal year and the CPT codes are updated every January. After discussion, the Committee decided to recommend that the new versions of the coding systems will be introduced on January 1 of every year for consistency. Ann will make this a formal proposal, if necessary, to the Data Standards Panel.</p>	<p>Ann to work on Coding Manual</p> <p>Ann to write proposal for timing of updates to coding systems.</p>	<p>January 2009</p> <p>June 30</p>
6.0	<p><b>Coding Audit</b></p> <p>Jameel reported that he has a draft coding audit proposal ready for review. The intent is to provide hospitals with tools to perform self assessments of their Coders so that we are prepared for future formal coding audits either from the Audit Sub-committee, HAAD or insurance companies. We will discuss the proposal at the next meeting and it will be sent out in advance for a pre-read.</p>	<p>Jameel to submit audit proposal to Ann, then committee members before next meeting.</p>	<p>June 30</p>
7.0	<p><b>Coding Seminars</b></p> <p>The following is the Coding Seminar schedule for the rest of the year:</p> <ul style="list-style-type: none"> <li>○ June – Mafraq Hospital</li> <li>○ July – Corniche Hospital</li> <li>○ August – Al Ain Hospital</li> <li>○ September – Ramadan, no seminar</li> <li>○ October – Al Noor (tentative)</li> <li>○ November – Al Rahba Hospital</li> <li>○ December – Tawam Hospital</li> </ul> <p>There was concern raised regarding the number of attendees that can be accommodated. This is up to the individual facilities to determine because of space and the provision of refreshments. The working number now is 50 attendees, if possible. The facility has the right to establish the maximum limit of attendees and to limit the numbers of attendees coming from one facility if necessary, in order to accommodate more representation.</p> <p>The next meeting will be at Mafraq Hospital with 40 to 50 attendees, on June 30<sup>th</sup>. A flyer will be sent out at least</p>	<p>Next seminar at Mafraq Hospital on June 30<sup>th</sup>.</p>	<p>June 30<sup>th</sup></p>

	two weeks in advance by the Chair. People will be reminded to sign up if they intend to come so that there are no surprises like there were at Tawam when unexpected guests arrived.		
9.0	<p><b>CPT Training Quiz and Books</b></p> <p>Jameel reported that he has completed the CPT Training Quiz/Assessment. He will coordinate when this will be given at the SEHA Hospitals for all coders. Once it is passed, the coders will receive their certificates.</p> <p>This quiz/assessment will also be posted on the Wikki so that other hospitals/facilities can use it to test the knowledge of their coders. The answer key can be obtained by contacting Jameel and that will be mentioned on the Wikki as well.</p>	<p>Jameel to facilitate quiz for SEHA.</p> <p>Jameel to post quiz on Wikki following the above.</p>	<p>July 4</p> <p>July 12</p>
10.0	<p><b>AHIMA Coder Credentialing</b></p> <p>Ann reported that she has received the contact information (from 3M) for the person at AHIMA to facilitate the coding certificate exams for the UAE, CCA and CCS. Jameel and Sameera will investigate the testing sites for the exams, after which Ann will contact the AHIMA representative.</p>	<p>Jameel and Sameera to investigate sites.</p> <p>Ann to contact AHIMA rep.</p>	<p>July 2008</p> <p>July 2008</p>
11.0	<p><b>Data Standards Panel</b></p> <p>There was no Data Standards Panel meeting since the last CCSC meeting, nothing to report.</p>	Ann	On-going
12.0	<p><b>Occupational Health Data and Coding</b></p> <p>Ann reported that there were a couple of meetings and emails regarding the Occupational Health Data and Coding since the last CCSC meeting. Jameel, Sameera and Ann attended one meeting to discuss the list that will be used of occupations for the classification in the emirate. The system is called the ISCO and it is an international list of professions and occupations. If anyone is interested Ann can send them the list. No decision has been made yet regarding this data element or whether it will be required on the bill or not. Additionally a flag for whether the visit for the claim is related to an occupational injury is still something that is being discussed.</p>	Ann	On-going
13.0	<p><b>Membership</b></p> <p>Item pending since Sameera was unable to attend.</p>	Sameera	On-going

14.0	<p><b>New Committee Structure and Reporting Authority</b></p> <p>Ann distributed the Terms of Reference and Business Plan 2008-2009 to the Committee members at the last meeting. Since there were no changes after four days, the documents were posted on the Wikki site.</p>	Closed	
15.0	<p><b>Sub-Committee for Education and Technical</b></p> <p>The Terms of Reference for the Sub-Committee for Education and Technical were reviewed at the meeting. Members were asked to submit names for membership. The following members were nominated at the meeting:</p> <ul style="list-style-type: none"> <li>○ Leo Apuntar for Tawam Hospital</li> <li>○ Binu Paul for Mafraq Hospital</li> <li>○ Michelea Peech for Private Hospitals (Al Noor Hospital – Al Ain)</li> <li>○ Dr. Sameer Khan for TPA (NAS)</li> </ul> <p>Other nominees should be made to Jameel and Ann so that there can be a meeting called within the next month.</p>	Absent members to nominate members to sub-committee	June 30
16.0	<p><b>Sub-Committee for Coding Arbitration</b></p> <p>Sameera was unable to attend the meeting so this item is pending.</p>	Sameera	September 2008
17.0	<p><b>Physicians Performing Coding</b></p> <p>The Committee discussed the issue of physicians performing coding. Michelea had prepared a presentation for her Hospital to show the cost of physicians performing the coding task versus hiring competent, experienced coders. The cost difference is tremendous not to mention the productivity issues. Discussion ensued regarding the pros and cons of physicians coding. The major points in favor of qualified coders were better quality of codes, cheaper labor costs for coding, improved consistency in coding, fewer rejected claims for wrong codes.</p> <p>Michelea also reported that the biggest problem is that in the private sector, they are unaware of the science of coding and do not have the infrastructure to support the process. She also suggested that a workshop at the HAAD level or sponsored by HAAD is needed to educate the private facilities regarding coding – the concept of coding, the science of coding, the profession of coding, how it affects the billing process, etc. She stressed that such a workshop must be sponsored by HAAD in order to have legitimacy in the private hospital/facility environment.</p> <p>Dr. Khan also expressed concerns with private physician offices coding as they do not have large support staffs to do these functions for them and the doctors will be the only ones available to code.</p>	<p>Ann and Michelea to write proposal for workshop on coding for private facilities.</p> <p>Ann and Michelea to write position paper on physicians coding.</p>	<p>July 2008</p> <p>July 2008</p>

	The Committee agreed that a position paper on the subject of physician's coding would be beneficial. There is also a big difference between private and public hospitals and also between hospitals and private clinics. They have different resources and different requirements which must also be addressed.		
18.0	<b>Insurance Issues</b>  Due to a lack of time, it was decided to postpone this agenda item to the next meeting.	Next meeting.	July 2008
19.0	<b>Outpatient Coding</b>  The issues of CPT E&M coding (Evaluation and Management) and the CPT modifiers were discussed. Ann recommended coding E&M codes in addition to procedure codes for outpatient visits in order to start collecting data on the level of the outpatient visit, i.e. simple, detailed, comprehensive. If this data is available in the future, facilities can use it to negotiate reimbursement based on the level of the clinic visit in addition to the procedures that are performed. This will be discussed at the next CCSC meeting for more information.  Additionally the CPT modifiers were discussed. Ann reported that in her conversation with Dr. Philipp Vetter at HAAD, there were no decisions made regarding modifiers, whether to use them or not. The Committee agreed that Ann and Michelle will meet to discuss this and prepare a proposal for HAAD/Data Standards Panel regarding the use of modifiers.	Members to review E&M codes for discussion.  Ann and Michelle prepare proposal for modifiers.	July 2008  July 2008
20.0	<b>Other Business</b>  *Price Lists – There was discussion regarding the price lists coming from Daman/HAAD. The first confusion was who is in charge of the price lists and where do they come from, insurance company (Daman) or HAAD. The second confusion was that the price list has different terminology than the CPT book and the suggestion was that a standardized terminology be used that is consistent with the CPT codes. This will be a recommendation from the Committee. Ann will follow up with finding out where the price lists are coming from and work on the recommendation from the Committee.  *Code Systems – Ann clarified the different code systems for billing/reporting: ICD9CM, CPT4 for inpatient/outpatient visits; Canadian Dental Association for dental visits; HCPCS for consumables and Green Rain for drugs.  *Wikki site – Michelle recommended that there be a link between the HAAD website and the Wikki site. Many of the private hospitals are not willing to listen to or reference anything that is not directly from HAAD. Jameel will look into the possibility of launching the Wikki site through the HAAD site. Additionally Jameel, Ann and Sameera are going to make recommendations to change the Wikki site to make it more user friendly, especially for	Ann prepare recommendation.  Jameel investigate HAAD website.  Jameel, Sameera and	July 2008  July 2008

	first time users.	Ann address Wikki site.	September 2008
21.0	<b>Next Meeting</b> Ann will contact members to schedule next meeting. She encouraged everyone to attend and if not to send a replacement.		
22.0	<b>Adjournment</b> Meeting adjourned at 12 noon.		