



ICD-10

Official CMS Industry Resources for the ICD-10 Transition
www.cms.gov/ICD10



Large Providers Implementation Timeline

Please note the dates in this timeline are based on an October 1, 2013, deadline, which HHS has extended to October 1, 2014.

The following is a timeline of essential activities needed to successfully transition to ICD-10. While each organization's implementation may be unique, the following activities and procedures are intended to provide guidance for a smooth transition. Depending on your organization, many of these timelines can be compressed and/or performed at the same time as other tasks. The estimated total duration for each activity is provided.



Actions to Take Immediately

- Inform core group and senior management of upcoming changes (1 month)
- Create a governance structure, such as a project management team, interdisciplinary steering committee, executive sponsor and/or ICD-10 coordination manager (1 month)
- Perform an impact assessment and identify potential changes to existing work flow and business processes (6 months)
 - Collect information from each department on current use of ICD-9 and the number of staff members who need ICD-10 resources and training. Staff training will most likely involve billing and other financial personnel, coding staff, clinicians, management, and IT staff
 - Evaluate the effect of ICD-10 on other planned or on-going projects (e.g., Version 5010 transition, EHR adoption and Meaningful Use)
- Determine business and technical implementation strategy (1 month)
- Develop and complete implementation plan, including a communications plan (3 months)
- Estimate and secure budget including costs associated with implementation such as software and software license costs, hardware procurement, and staff training costs (2 months)
- Contact systems vendors, clearinghouses, and/or billing services to assess their readiness for ICD-10 and evaluate current contracts (2 months)
 - Determine if systems vendors and/or clearinghouses/billing services will support changes to systems, a timeline and costs for implementation changes, and identify when testing will occur
 - Determine anticipated testing time and schedule (when they will start, how long they will need, and what will be needed for testing)

- If vendor(s) provide solution, then engage immediately
- Begin internal system design and development, if not started already
- Educate staff on changes in documentation requirements from health plans



Spring 2011

- Continue and complete an impact assessment and identify potential changes to existing work flow and business processes
 - Collect information from each department on current use of ICD-9 and the number of staff members who need ICD-10 resources and training. Staff training will most likely involve billing and other financial personnel, coding staff, clinicians, management and IT staff
 - Evaluate the effect of ICD-10 on other planned or on-going projects (e.g., Version 5010, EHR adoption and Meaningful Use)
- Continue to develop and complete implementation plan, including a communication plan
- Continue and complete estimate and secure budget
 - Include costs associated with implementation such as software and software license costs, hardware procurement, and staff training costs
- Continue and complete contact with system vendors, clearinghouses, and/or billing services to assess their readiness for ICD-10 and evaluate current contracts
 - Determine if systems vendors and/or clearinghouses/billing services will support changes to systems, a timeline and costs for implementation changes, and identify when testing will occur
 - Determine anticipated testing time and schedule (when they will start, how long they will need, and what will be needed for testing)
 - If vendor provided solution, then engage immediately
- Continue internal system design and development



Summer 2011

- Conduct training including educating staff on changes in documentation requirements from health plans
- Continue internal system design and development (work with vendor providing solution as appropriate)



Fall 2011

- Continue educating staff on changes in documentation requirements from health plans
- Continue internal system design and development (work with vendor providing solution as appropriate)



Winter 2012

- Complete system design and development
- Continue to educate staff on changes in documentation requirements from health plans
- Start to conduct internal testing. This must be a coordinated effort with internal coding, billing and technical resources and vendor resources (9 months)
- Data managers should start to collaborate with IT to begin implementing the ICD-10 project plan throughout 2012 until ICD-10 implementation. Action steps include reviewing the sample data reports, testing, and evaluating data for accuracy (11 months)



Spring 2012

- Continue to educate staff on changes in documentation requirements from health plans
- Data managers should collaborate with IT to continue implementing the ICD-10 project plan throughout 2012 until ICD-10 implementation. Action steps include reviewing the sample data reports, testing, and evaluating data for accuracy



Summer 2012

- Continue internal testing and vendor code deployment (3 months)
- Data managers should collaborate with IT to continue implementing the ICD-10 project plan throughout 2012 until ICD-10 implementation. Action steps include reviewing the sample data reports, testing, and evaluating data for accuracy



Fall 2012

- Complete educating staff on changes in documentation requirements from health plans
- Begin external testing (10 months)
- Data managers should collaborate with IT to continue implementing the ICD-10 project plan throughout 2012 until ICD-10 implementation. Action steps include reviewing the sample data reports, testing, and evaluating data for accuracy



Winter 2013

- Continue external testing
- Data managers should collaborate with IT to continue implementing the ICD-10 project plan until ICD-10 implementation. Action steps include reviewing the sample data reports, testing, and evaluating data for accuracy



Spring 2013

- Continue external testing
- Conduct intensive training for coders on day-to-day basis (6 months)
- Data managers should collaborate with IT to begin implementing the ICD-10 project plan until ICD-10 implementation. Action steps include reviewing the sample data reports, testing, and evaluating data for accuracy



Summer 2013

- Complete external testing
- Transition ICD-10 systems to production
- Continue intensive training for coders on day-to-day basis
- Data managers should collaborate with IT to begin implementing the ICD-10 project plan until ICD-10 implementation. Action steps include reviewing the sample data reports, testing, and evaluating data for accuracy



Fall 2013

- Complete transition of ICD-10 systems to production
- Complete intensive training for coders on day-to-day basis
- October 1, 2013: ICD-10 system implementation for full compliance. ICD-9 codes will continue to be used for services provided before October 1, 2013

On-going education and implementation assistance for ICD-10 is available from many professional organizations and associations. Visit the CMS website at www.cms.gov/ICD10 for the latest information and tools to help you prepare for the ICD-10 transition.

CMS consulted resources from the American Medical Association (AMA), the American Health Information Management Association (AHIMA), the North Carolina Healthcare Information & Communications Alliance (NCHICA) and the Workgroup for Electronic Data Interchange (WEDI) in developing this timeline.