

Entering Diagnosis Codes

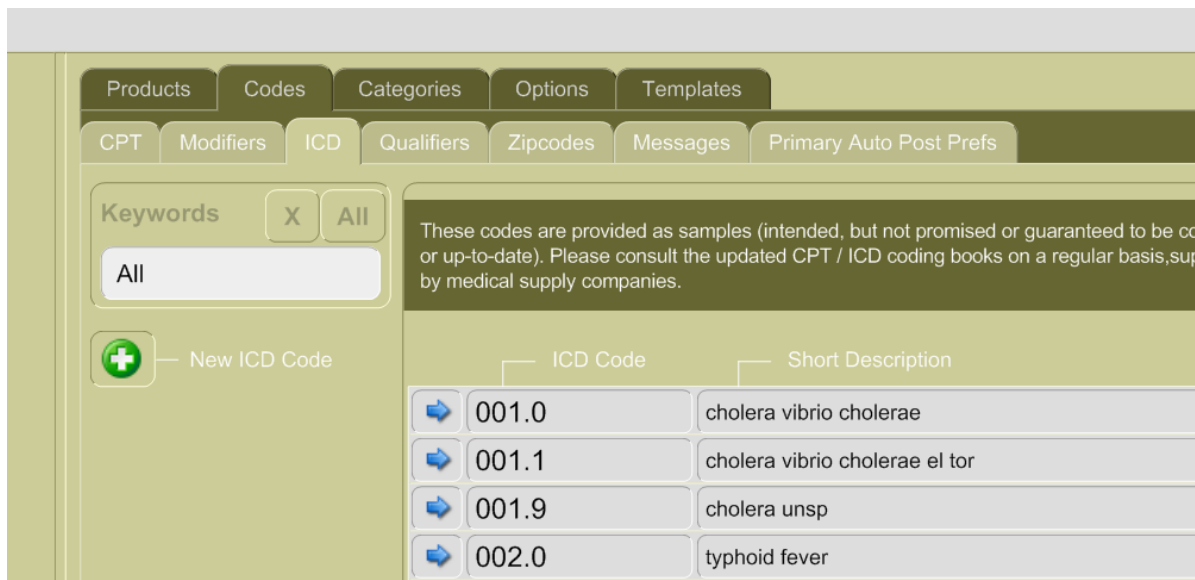


Entering Diagnosis (DX) Codes

CPT codes must be entered in the library before they can be entered on a patient claim. When entering a ICD code on a claim, if you do not see the code in the drop down list, you need to enter it in the ICD code library.

- Select the **Libraries** menu.
- Click the **Codes** tab
- Click the **ICD** tab.
- Search first to see if the code is already in library. Next to "Keywords" click the "X" to remove the word "All". Search by code number or description. You can enter one word or several.

If not found, click the green plus icon labeled "New ICD Code" to create a new code.



- Enter the "ICD Code".
- Enter a "Short Description" and a "Long Description". They can be the same.

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- Click the **Code Alert** tab to enter a string of either procedure codes or text that will appear with the DX code on the **Condition** tab in **Claims Entry**.

The screenshot shows the 'Claims Entry' interface with the 'Diagnosis' tab selected. The 'Code Alert' tab is active, displaying a list of diagnosis codes. The first code is 796.3. A tooltip is visible over the code, containing the text: 'Code Alert: Discuss further treatment after results.' The interface also shows various tabs like 'Providers', 'Condition', 'Charges', 'Patient', 'Carriers', 'Diagnosis', 'Verify', 'Contracts', and 'Tasks'. The 'Condition' tab is currently selected, showing '10. Patients Condition Related to:' with options for 'Employment?', 'Auto Accident?', and 'Other Accident?'. The 'Diagnosis Codes' section shows '21. Diagnosis Codes' with a list of codes and a 'Place (State)' dropdown.

- Product Code/Status is used for flagging changes to the codes, the Status "Discontinued" will show in yellow if used.

The screenshot shows the 'ICD Codes' interface. The 'Code Alert' tab is active, displaying the ICD Code '833.09' and its Short Description 'disloc wrist oth closed'. The 'Description' field shows 'Closed dislocation of other part of wrist'. The 'Product / Code Status' section includes checkboxes for 'Alert', 'Consult First', 'Discontinued', 'Emergency', and 'Obsolete'. A blue back arrow is visible on the left side of the interface. The top right corner shows the ICD Code '833.09' and a home icon.

- Click the blue Back Arrow to return