

# E/M Coding & Documentation 2024

*Online, On-Demand Short Course Addressing Changes to CPT Evaluation & Management Services*



## A Continuing Education Training Program

This training is designed for those coding, billing and documenting evaluation and management (E/M) services in a patient's medical records and **highly recommended** for Electronic Health Record Vendors, Health Plans and Special Investigation Unit (SIU) Auditors.

## Online, On-Demand Training 24/7

This course is Online, On-Demand with no scheduled classes to attend during your 3-month access to course materials.

## Earn Continuing Education Units (CEUs)



**5 Core CEUs** This program has been approved for 5 continuing education units by the American Institute of Healthcare Compliance for AIHC Certified Professionals. These continuing education units may be applied to complete Core CEU requirements for the following AIHC professionals: Certified Healthcare Auditors (CHA); Certified Healthcare Billing Specialist (CHBS), Certified Healthcare Collections Manager (CHCM), Clinical Documentation Improvement Professionals (CMDP); Certified Outpatient Clinical Appeals Specialists (COCAS); Certified Outpatient Revenue Cycle Managers (CORCM) and Certified ICD-10-CM trainers (ICDCT-CM).

## What You Will Learn in Five Easy Lessons

*- Each lesson includes a short quiz for review*

### Introduction to Evaluation & Management (E/M) Documentation Improvement

- Facing Challenges Related to E/M Documentation Requirements
- Overview of Clinical Documentation & Progress Notes
- There is a Changing Health Care Environment – Increased Poverty
- Achieving Compliant E/M Documentation to Avoid Fraud, Abuse & Waste
  - Program Integrity – Documentation Matters Toolkit
- Additional Skill Sets for Success
- Confidentiality & HIPAA Compliance

### Importance of Documenting & Coding the Patient's Condition

- Medical Necessity is the Basis of Reimbursement
- Reporting the Patient's Condition in ICD-10-CM
  - Extensions & Reporting Episode of Care; Laterality; Location; Combination Codes
  - Avoid Confusion – Similar Character Examples
  - Tabular Notations
- Code Assignment and Clinical Documentation Criteria
  - Documentation by Clinicians Other than the Patient's Provider
  - When Conditions are Not Integral Part of Disease
  - Sequela; Complications of Care; Acute & Chronic Conditions



## *What You Will Learn in Five Easy Lessons, Continued*

### **Concept of Time, Documentation and Levels of Service for 2024 E/M**

- Are Your Electronic Health Record (E.H.R.) Templates Updated?
- Which to Choose? Time or MDM?
- General Guidelines Regarding Documentation of Time
  - What Counts as “Time”
  - What Not Considered as “Time”
- Split/Shared Visits – guidelines on Time & Billing
- Prolonged Services & Time
  - Prolonged Clinical Staff - Coding & Documentation
  - Prolonged Inpatient/Observation Service
- Time & Critical Care Visits

### **Medical Decision-Making (MDM) for Evaluation & Management 2023**

- Documentation Guidelines and MDM
- 3 Elements Define Office/Outpatient Service MDM
- Documentation of Complexity
- Review of 2024 AMA Risk Table:
  - Components Required for Straightforward; Low; Moderate; High Complexity
- Terms & Definitions Related to MDM
  - Amount and/or Complexity of Data
  - Risk of Complications and/or Morbidity or Mortality of Patient Management

### **E/M Coding 2024 Revisions**

- Office/Outpatient Visits
  - Changes to Description of Time for Office Visits
  - New vs. Established Patient Guidelines
  - On-Call Instances
  - NP & PA
  - Prolonged Services Code 99417
- Emergency Department Visits
  - Guidelines; Coding & Determining Level of Service Using MDM
- Inpatient/Observation
  - Guidelines for coding and documentation
  - Prolonged Services Code 99418
- Discharge Services
  - Same Day Admit/Discharge
  - Hospital Inpatient or Observation Discharge Services – Documentation requirements
- Consultations
  - Guidelines, Minimum time requirement
  - Office or Other Outpatient Consultations
  - Consultations Performed in the Inpatient/Observation Status Settings



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## Computer Requirements and Time Limits

To successfully complete this course, you will need high-speed internet access, email, and [Adobe Reader](#). If you do not have Adobe Reader, use the link provided above to download it for free from the Adobe website.

You will have access to the online AIHC Exams training page for 90 days starting on your enrollment date. Your course enrollment will begin within 2-3 business days of the date that the AIHC Office receives your course tuition payment. You will receive notification from our office when your course enrollment begins. Please check with your employer regarding date requirements for your completion of this training.

## Course Tuition Includes

- Access to the training page on the AIHC website is provided for 90 days.
- Online quizzes throughout the training.
- Temporary AIHC Membership is provided for three (3) months.
- A Certificate of Completion is awarded for passing the course with a minimum score of 80%.

## Cost of this Training: \$75

## How to Register for this Course

**Register Online – [Click here](#) to return to the Course Page, Enroll and Pay!**



We accept online registration payment via credit card.

**Register Via Mail or Fax:** Scroll down for a hard copy enrollment form. Mail or fax your completed form to the AIHC Office to submit your registration and payment information.

## Refund Policy




View the Refund Policy Posted on the Home Page of our Website under Financial Policies [www.aihc-assn.org](http://www.aihc-assn.org)



# HARD COPY REGISTRATION FORM

## E/M Coding & Documentation Changes – Online Training Program

*Please submit one form per person*

<b>Name &amp; Credentials:</b>	<b>Enrollment Date:</b>
<b>Home Address:</b>	<b>Employer Name &amp; Address:</b>
<b>Current Job Position:</b>	
<i>(For website administration and registration confirmation)</i> <b>Primary Email Address:</b>  <b>Alternate Email Address:</b>	<b>Work Phone Number:</b>  <b>Alternate or Cell Phone Number:</b>
<b>Credit Card Payment Information:</b> <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;"> <div style="text-align: center;">   <input type="checkbox"/> MasterCard         </div> <div style="text-align: center;">   <input type="checkbox"/> VISA         </div> <div style="text-align: center;">   <input type="checkbox"/> Discover         </div> </div> <p style="margin-top: 10px;">Amount Approved on this Credit Card: <input type="checkbox"/> \$75 Tuition</p> <p>Card Number: _____</p> <p>Security Code: _____                      Expiration Date: _____</p> <p>Billing Address for this Card: _____</p> <p>Name As It Appears on this Card: _____</p> <p>Authorized Signature &amp; Date: _____</p> <div style="text-align: center; margin-top: 20px;"> <p><b>Please Make Checks Payable to: AIHC</b></p> <p><input type="checkbox"/> \$75 Tuition</p> <p><b>AIHC Mailing Address:</b> 3637 Medina Road, Suite 15, Medina, Ohio 44256</p> <p><b>AIHC Fax Number: (330) 952-0716</b></p> <p><b>How did you hear about us?</b></p> <p> <input type="checkbox"/> Mail             <input type="checkbox"/> Email             <input type="checkbox"/> Co-Worker             <input type="checkbox"/> AIHC Website             <input type="checkbox"/> Social Media             <input type="checkbox"/> Other: _____         </p> </div>	

