E/M Coding & Documentation
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 45-day 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 an Integral Part of Disease
  - Sequela; Complications of Care; Acute & Chronic Conditions

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 the 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

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 course page for 45 days starting on your enrollment date. Your course enrollment will begin on the date that the AIHC Office receives your course tuition registration 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 45 days.
- Online quizzes throughout the training.
- 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

<h1 style="text-align:center">HARD COPY REGISTRATION FORM</h1>
<h1 style="text-align:center">E/M Coding & Documentation Changes – Online Training Program</h1>

Please submit one form per person

Name & Credentials:	Enrollment Date:
Home Address: **Current Job Position:**	**Employer Name & Address:**
(For website administration and registration confirmation) **Primary Email Address:** **Alternate Email Address:**	**Work Phone Number:** **Alternate or Cell Phone Number:**

Credit Card Payment Information:

[ ] MasterCard   [ ] VISA   [ ] Discover

Amount Approved on this Credit Card: **[ ] $75 Tuition**

Card Number:_____

Security Code:_____   Expiration Date:_____

Billing Address for this Card:_____

Name As It Appears on this Card:_____

Authorized Signature & Date:_____

Please Make Checks Payable to: AIHC

[ ] $75 Tuition

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AIHC Fax Number: (330) 952-0716

How did you hear about us?

□ Mail   □ Email   □ Co-Worker   □ AIHC Website   □ Social Media   □ Other:_____