Objectives

- About...
- Recap the 8 CCS domains
- Testing information
- Discuss test-taking tips
- Review sample CCS examination questions
- Answer attendee questions regarding the CCS examination
About CCHIIM & AHIMA

• CCHIIM
  – Job analysis every 3-5 years
  – Develops blueprint for exam
  – EDC

• AHIMA
  – Professional association
  – More than 103,000 health information professionals
  – 52 component state associations
About Coding

• Coded data is used for
  – Reimbursement
  – Research
  – Public health
  – Outcome measurements
About the CCS

- Certified Coding Specialist (CCS)
  - Classify medical data from patient records
    - ICD-10-CM
    - ICD-10-PCS
    - CPT
  - Additional knowledge
    - Medical terminology
    - Disease processes
    - Pharmacology
About Scheduling the Exam

• Complete the application
  – Order confirmation comes to your email from AHIMA Volunteer Services
  – Authorization to Test (ATT) letter comes from Pearson VUE

• Schedule the exam
  – Create a Pearson VUE Web account
  – Register for the exam
About the Exam

- 97 multiple-choice questions
  - 79 scored
  - 18 pretest/not scored
- 8 medical scenarios
  - 6 scored
  - 2 pretest/not scored
- 4 hours, no breaks
- Scaled score
- AHIMA CCS Certification webpage:
  
  http://www.ahima.org/certification/CCS
CCS Domains

1. Health Information Documentation (8-10%)
2. Diagnosis & Procedure Coding (64-68%)
3. Regulatory Guidelines & Reporting Requirements for Acute Care (Inpatient) Services (6-8%)
4. Regulatory Guidelines & Reporting Requirements for Outpatient Services (6-8%)
CCS Domains

5. Data Quality Management (2-4%)
6. Information & Communication Technologies (1-3%)
7. Privacy, Confidentiality, Legal, and Ethical Issues (2-4%)
8. Compliance (2-4%)
Cancelling or Rescheduling

- Up to 15 business days before exam date
  - No charge
- Between 14 business days and 24 hours prior to exam date
  - $30
- No show
  - Forfeits application fee
Refunds

- Up to 14 business days before test date OR eligibility end date
- Must be cancelled through Pearson VUE
- $75 processing fee
- Refund goes back on card that made the payment or check mailed to address on file
- 2-4 weeks if credit card; up to 6 weeks if check
Penalties

• You will forfeit your exam fee if:
  – Wrong books
  – No proper identification
  – 15 minutes late
  – Showing up at the wrong test site

• Requested refund without cancelling appointment will not be eligible for refund

• If forfeited, you must do a new exam application along with payment
Extensions

- Extension for eligibility period
  - First request for extension--$75.00
  - Second and final--$150.00
- Call Pearson Vue and cancel exam
- Eligibility Extension Request form to AHIMA
Exam Day!!

• Arrive 30 minutes before your appointment. You will:
  – Receive the Professional Examination Rules Agreement
  – Submit 2 valid, correct forms of ID
  – Digital signature capture
  – Palm vein pattern capture
  – Photo taken
  – Store belongings
  – Show coding books
Exam Day!!!

• Must present a primary and secondary form of ID
  – Examples: drivers license and credit card (must be signed on the back)
  – Primary: must have signature and picture
  – Secondary: must have signature
  – Names on IDs must match ATT letter
Exam Day !!!

• Prohibited items include, but are not limited to:
  – Calculators
  – Pagers/cell phones/electronic digital devices
  – Recording or photographic devices
  – Weapons
  – Briefcases/computer bags/handbags/purses
  – Drinks/snacks
  – No smoking
Exam Day!!!

- Codebooks: Effective May 1, 2017
  - ICD-10-CM: 2017
  - ICD-10-PCS: 2017
  - AMA CPT: 2017

- NO:
  - Handmade tabs
  - Post-it notes
  - Loose material
After the Exam

• Score report or test completion notice
  – Passing score is 300 out of 400
• Scores will NOT be given by telephone, e-mail or fax.
• Certificate within 2 months of passing
• 90 day waiting period before retake
  – New application and exam fee
What to Study?

- CCS Exam Prep Presentations
- *Certified Coding Specialist (CCS) Exam Preparation* by Jennifer Garvin and Shawn Wells
- ICD-10-CM Official Guidelines for Coding and Reporting
  
What to Study?

- ICD-10-PCS Official Guidelines for Coding and Reporting
  https://www.cms.gov/Medicare/Coding/ICD10/2017-ICD-10-PCS-and-GEMs.html
Test Prep Timeline

1. Schedule test date
2. Develop test prep timeline BACKWARDS from test date, include:
   - Coding Guidelines for CM & PCS
   - Coding Guidelines for CPT
   - AHA Coding Clinic for ICD-10-CM and ICD-10-PCS
   - AMA CPT Assistant
   - Review CCS Exam Prep presentations
3. Practice exams
4. Focus on weakest areas
SAMPLE TEST QUESTIONS
Question 1

• Authentication of health record entries means to:
  A. Create facsimiles of documents
  B. Prove authorship of documents
  C. Develop documents
  D. Use a rubber stamp on random sets of documents.
Question 2

• Medicare reimbursement depends on all of the following, except:
  A. The correct designation of the principal diagnosis
  B. Policies and procedures of the medical staff
  C. The presence or absence of additional codes that represent complications, comorbidities, or major complications/comorbidities
  D. Procedures performed
Question 3

• Diagnostic-related groups (DRGs) and ambulatory patient classifications (APCs) are similar in that they are both:
  A. Determined by HCPCS codes
  B. Focused on hospital outpatients
  C. Focused on hospital inpatients
  D. Prospective payment systems
Question 4

- The most common language used for both data definition language and data manipulation language is:
  A. Unified modeling language
  B. JAVA
  C. Perl
  D. Structured query language
Question 5

• The CPT definition of a surgical package contains which of the following?
  A. The surgical procedure(s)
  B. Follow-up surgery
  C. Preoperative tests
  D. Yearly follow-up visits
Question 6

- A patient underwent an excision of a malignant lesion of the chest that measured 1.0 cm and there was a 0.2 cm margin on both sides. Based on the 2017 CPT codes, which code would be used for the procedure?

A. 11401, Excision benign lesion of trunk; excised diameter 0.6 cm to 1.0 cm

B. 11601, Excision malignant lesion of trunk; excised diameter 0.6 cm to 1.0 cm

C. 11602, Excision malignant lesion of trunk; excised diameter 1.1 cm to 2.0 cm

D. 11402, Excision benign lesion of trunk; excised diameter 1.1 cm to 2.0 cm
Additional Resources

- List of acronyms
- Flashcards of acronyms
  - https://quizlet.com/_23ktqa
- Practice Quiz
Contact Information

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OPEN DISCUSSION TIME