

**CODE SET VERSIONING (CSV)
CONVERSION
TRAINING**

February 2010

Agenda

- CSV overview
- How the conversion works
- The three phases of the conversion
- The 12 process steps
- CSV recap
- Questions and answers

Overview

- Currently, in the Indian Health Service (IHS) system the International Classification for Diseases, Ninth Revision, Clinical Modification (ICD-9-CM), Current Procedural Terminology (CPT), CPT modifiers, and Healthcare Common Procedural Coding System (HCPCS) files only store the latest information on these code sets.
- In order to be compliant with the Health Insurance Portability and Accountability Act (HIPAA), Resource and Patient Management System (RPMS) needs to be enhanced to maintain a history of these codes.

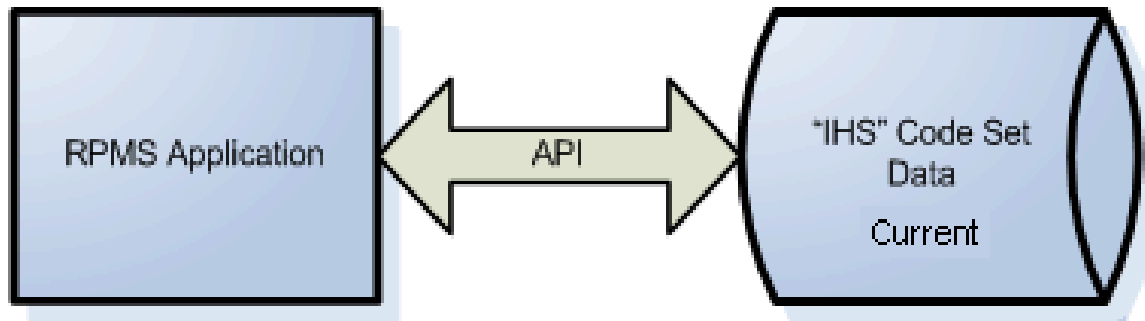
Overview (continued)

- In addition to being HIPAA compliant, there are other RPMS applications (Pharmacy, Lab, Electronic Health Record [EHR]) in need of enhancements that cannot be installed until the CSV conversion is completed.
- Some of these programs will no longer be supported by the Veterans Administration (VA) or the Centers for Medicare and Medicaid Services (CMS) in their current format. Therefore, we must move forward with CSV.
- This conversion will allow RPMS to store and retrieve historical information on any of the code sets.

IHS Structure

Structure for Current Information Only

Structure for Current Information Only

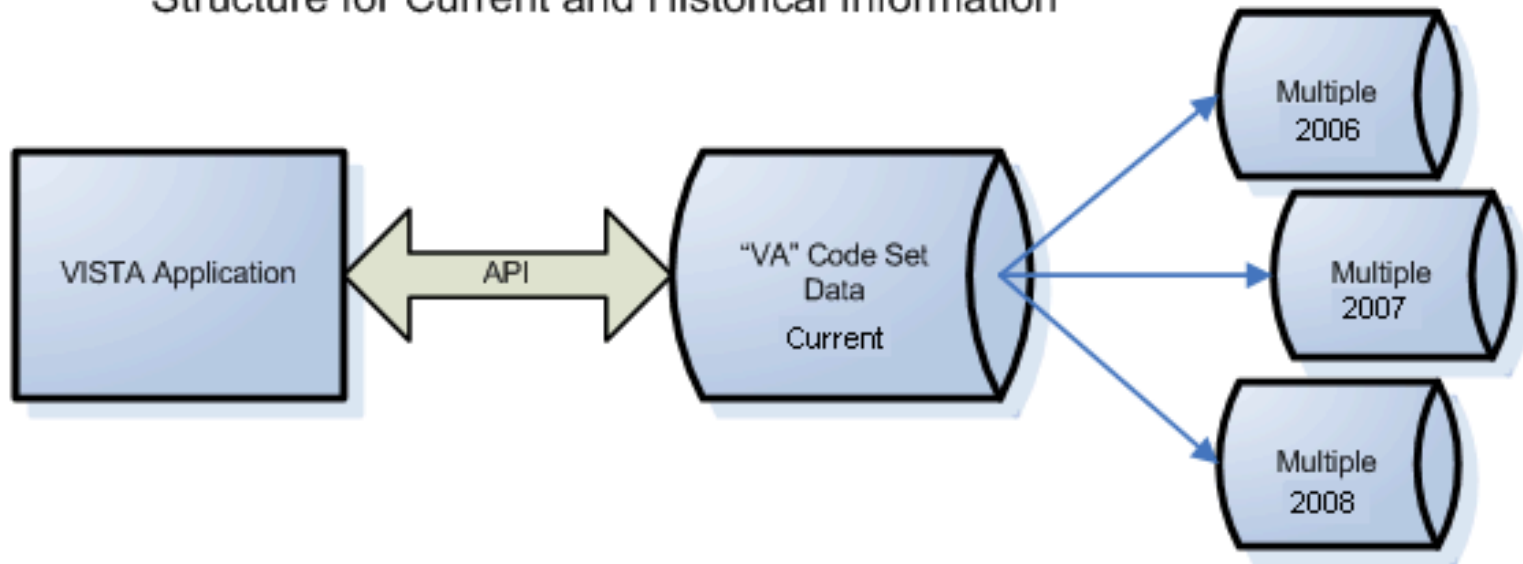


The RPMS only stores the latest information about a code in the "IHS Code Set Data" file.

VA Structure

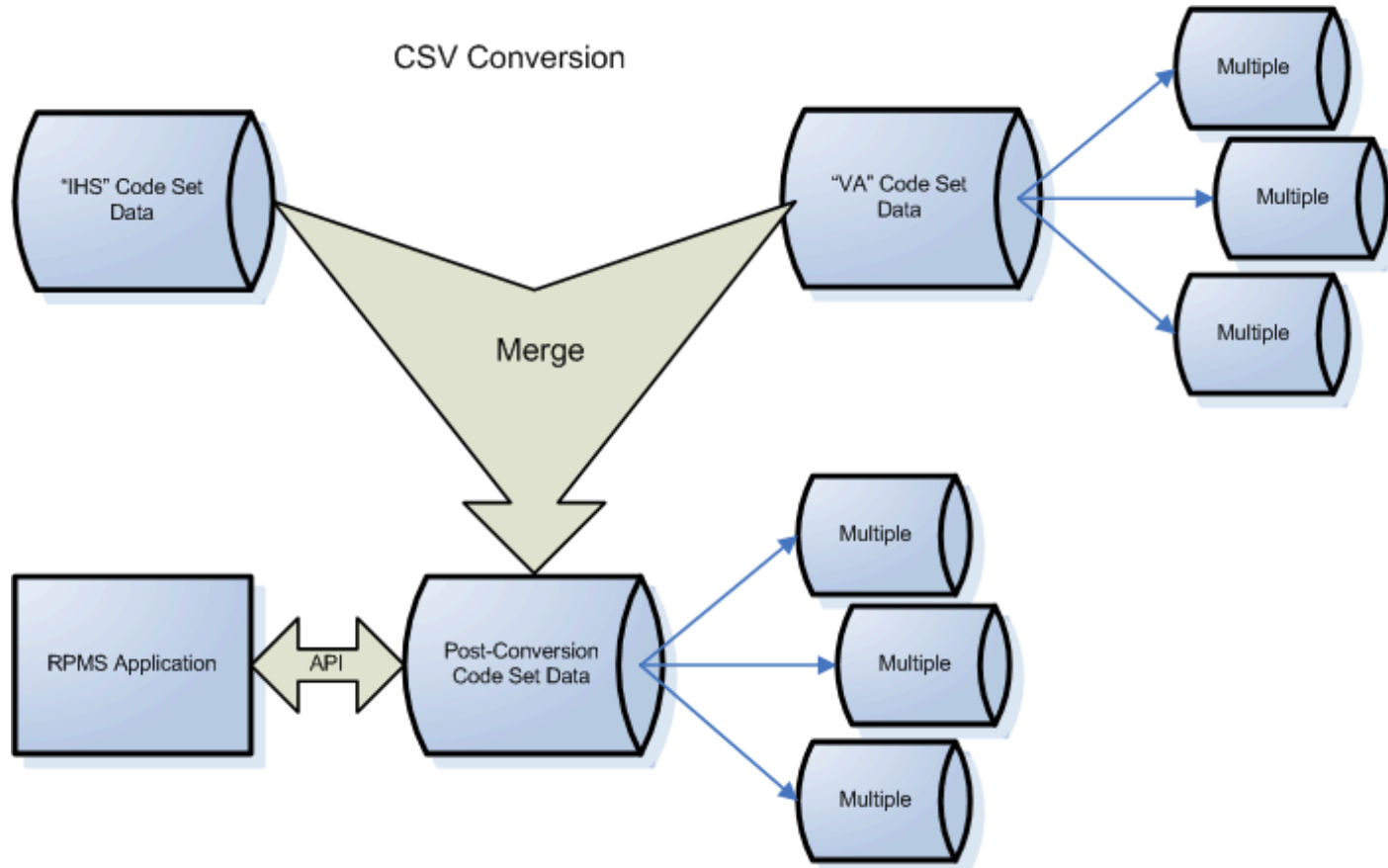
Structure for Current and Historical

Structure for Current and Historical Information



The VA stores the latest information in the "VA Code Set Data" file and the historical information in the "Multiple" files.

Conversion Process



The CSV conversion will take the data dictionary from Veterans Health Information Systems Technical Architecture (VistA) and merge it with the current RPMS data dictionary.

Conversion Process

- The conversion will result in numerous enhancements to the IHS file formats, as well as the data.
- The RPMS applications that point to these code set files will also be enhanced to utilize the new structure and data.

How the Conversion Works

There are three different “matching” scenarios:

1. There is an exact match of an IHS and VA code.
 - The system will use the VA data and ignore the IHS data.
2. An IHS code exists, but there is no VA code.
 - The IHS data will be converted, but flagged as inactive (e.g. local codes will need to be reactivated).
3. VA code exists, but there is no IHS code.
 - The VA code will be converted.

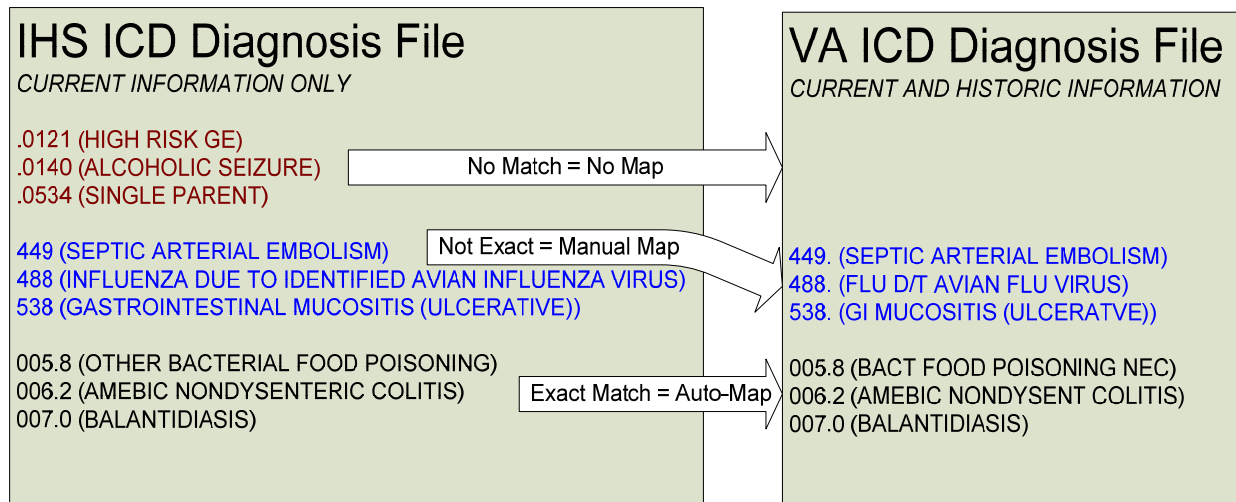
How the Conversion Works

- A “cross-reference table” is created to indicate which codes should be merged together.
- This cross-reference is populated automatically by the conversion program.
- The manual mapping process allows you to add, change, or delete items from the cross reference.

How the Conversion Works

- Phase I: Conversion program will run to automap the current IHS code sets to the new code sets and create a cross-reference table.
- Phase II: Manual process to add to the cross-reference table any codes that could not be mapped automatically.
- Phase III: Restructure the RPMS data dictionary tables and data based on the cross-reference created in Steps 1 and 2.

Mapping the Code Sets

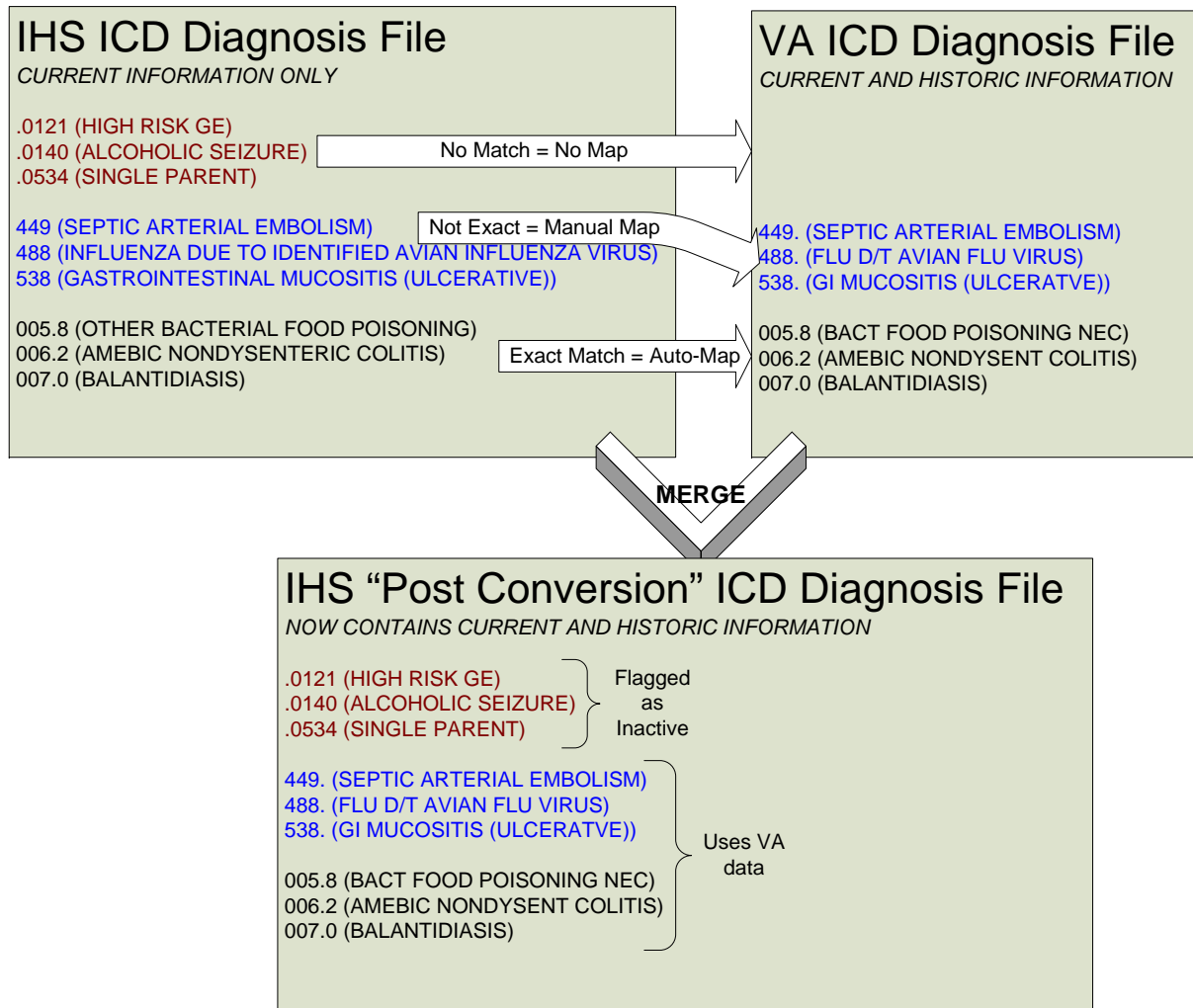


The IHS files contain codes that will have **no match** with the VA codes. For example, “.0534 Single Parent.” This code may be used by the IHS, but it is not a nationally recognized ICD Diagnosis code and therefore will not exist in the VA’s file. These items do not need to be mapped. They will be converted using the IHS data and flagged as inactive.

Some codes are not an exact match. For example, 449 and 449. are not a match because of the “dot”. These items need to be **manually mapped**.

The conversion program will look for codes that are an exact match. These items will be **Auto-Mapped**.

Merging the Code Sets



New Codes for 2009 and 2010

- The VA data being used was released in January 2008.
- The IHS released the RPMS patch for ICD-9-CM codes in September 2008 and for CPT codes in January 2009. In addition, the 2010 codes have been released.
- This means there will be codes in the IHS code set files that will not map to VA data.
- To resolve this issue, the final step of the CSV conversion process is to reinstall the AUM and ACPT patches to ensure the most recent code sets are loaded and active up to and including the latest RPMS patches for ICD-9-CM and CPT.

CSV Steps

1. Site preparation
2. Receive WebEx training
3. Download program to your system
4. Run and review the Mapping Report (MR2)
5. Perform the Manual Mapping (MAN)
6. Run Mapping Report 2 (MR2) as needed

CSV Steps (continued)

7. Run Mapping Edit reports (PREC and MAPC)
8. Run the MAN and/or Remap CSV Items (RE) if needed
9. Run the Mapping Reports (MR and MR2)
10. Final review and sign-off acceptance of MAN
11. Perform the final phase of the CSV conversion process
12. Run the Post-Conversion (PSTC) report

Site Preparation

Conversion Process Step 1

Site Preparation

Conversion Process Step 1

- Programs affected by CSV
 - EHR
 - Patient Care Component (PCC)
 - Third Party Billing (TPB)
 - Accounts Receivable (AR)
- Please see Appendix A in the CSV User Guide for a complete list of applications affected by CSV.

Training

Conversion Process Step 2

Training

Conversion Process Step 2

- Receive WebEx Training
 - Training is required before running the CSV conversion.
 - It is crucial that the site implementation team understands the importance of the MAN process.

Phase I of CSV Install

Conversion Process Step 3

Phase I of CSV Install

Conversion Process Step 3

- Download B CVS program to your system and run the first phase of the installation.
 - Please see CSV Install Guide for detailed information about the install.
- All RPMS users must be off the system during Phase I of the install.

Run and Review the Mapping Report

Conversion Process Step 4

Run the MR2 Report

Conversion Process Step 4

- The MR2 mapping report will exclude the new codes, making the report easier to read.

Run the MR2 Report

Conversion Process Step 4

```
Session - TNVTPlus
Session Edit View Commands Script Help

AUTO Automatically map CSV items
MAN Manually map CSV items
RE Remap CSV items
MR Mapping report
MR2 Mapping Report 2
PREC Pre-Conversion Report
MAPC Map Check Report
PSTC Post-Conversion Report

You have 7 PENDING ALERTS
Enter "VA to jump to VIEW ALERTS option

Select CSV UPDATE MAIN MENU Option: MR2 Mapping Report 2
Mapping Report for Code Set Versioning Project - Phase One

WARNING: Printing mapped items will consume a lot of paper

Include list of unmapped items? N// YES
Include list of mapped items? N// NO

Select device for mapping report: HOME// HFS HFS
HOST FILE NAME: C:\TMP\TMP.HFS//E:\PUB\FILENAME.WHATEVER
```

Review the Mapping Reports

Conversion Process Step 4

This is an example of the printed mapping report for the ICD Diagnosis codes.

- =====
- File:---- ICD DIAGNOSIS (80)
- Global:-- ^ICD9(
- Total Entries: 15008 Mapped: 14551 Unmapped: 457
- =====
- =====
- The following entries have not been mapped to the VA codes.
- IHS Value
- =====
- * 538 (GASTROINTESTINAL MUCOSITIS (ULCERATIVE))
- * 449 (SEPTIC ARTERIAL EMBOLISM)
- * 488 (INFLUENZA DUE TO IDENTIFIED AVIAN INFLUENZA VIRUS)

This count shows the total number of codes that were not automapped. It is *not* the number of codes that you need to manually map. *ignore this count!*

Date: 06/11/11

Run the Mapping Reports

Conversion Process Step 4

```
=====
File:---- CPT CATEGORY (81.1)
Global:-- CDIC(81.1,
Date: 08/18/09
Total Entries: 143          Mapped: 121          Unmapped: 22
=====
```

The following entries have not been mapped to the VA codes.

IHS Value

- ```
=====
* LOWER LEG(BELOW KNEE) (LOWER LEG(BELOW KNEE))
* UNLISTED ANESTHESIA PROCEDURES (UNLISTED ANESTHESIA PROCEDURES)
* THERAPEUTIC OR DIAGNOSTIC INJECTIONS (THERAPEUTIC OR DIAGNOSTIC
 INJECTIONS)
=====
```

The following items are mapped.

```
* IHS Value
=> VA Value
=====
```

```
* MEDICINE (MEDICINE) (A)
=> MEDICINE (MEDICINE)

* SURGERY (SURGERY) (A)
=> SURGERY (SURGERY)

* ANESTHESIA (ANESTHESIA) (A)
=> ANESTHESIA (ANESTHESIA)
```

← The (A) indicates this item was auto-mapped.  
If it had been manually mapped, it would be an (M).

# Review the Mapping Reports

## Conversion Process Step 4

- Once the mapping reports have been run, review them to determine which unmapped codes need to be manually mapped.
- Codes that have been automapped are assumed to be correct.

# Review the Mapping Reports

## Conversion Process Step 4

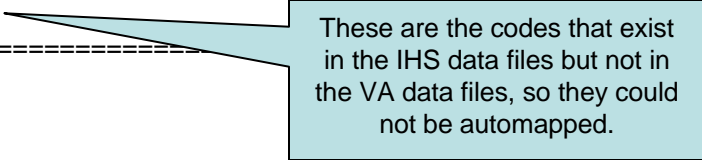
- “Master file” spreadsheets have been created to assist with the manual mapping process.
- A combination of the mapping reports and the master files will expedite the manual mapping process.

# Review the Mapping Reports

## Conversion Process Step 4

This is an example of the printed mapping report for the ICD Diagnosis codes.

- =====
- File:---- ICD DIAGNOSIS (80)
- Global:-- ^ICD9( Date: 06/11/09
- Total Entries: 15008 Mapped: 14551 Unmapped: 457
- =====
- =====
- The following entries have not been mapped to the VA codes.
- IHS Value
- =====
- \* 538 (GASTROINTESTINAL MUCOSITIS (ULCERATIVE))
- \* 449 (SEPTIC ARTERIAL EMBOLISM)
- \* 488 (INFLUENZA DUE TO IDENTIFIED AVIAN INFLUENZA VIRUS)



These are the codes that exist in the IHS data files but not in the VA data files, so they could not be automapped.

# Review the Mapping Reports

## Conversion Process Step 4

This is an example of the “master file” spreadsheet for the ICD Diagnosis codes.

| IHS Code | IHS Description                                     | VA Code | VA Description              | Match    | Comment    |
|----------|-----------------------------------------------------|---------|-----------------------------|----------|------------|
| 449      | (SEPTIC ARTERIAL EMBOLISM)                          | 449.    | (SEPTIC ARTERIAL EMBOLISM)  | manual   |            |
| 488      | (INFLUENZA DUE TO IDENTIFIED AVIAN INFLUENZA VIRUS) | 488.    | (FLU D/T AVIAN FLU VIRUS)   | manual   |            |
| 538      | (GASTROINTESTINAL MUCOSITIS (ULCERATIVE))           | 538.    | (GI MUCOSITIS (ULCERATIVE)) | manual   |            |
| 650      | (NORMAL DELIVERY)                                   | 650.    | (NORMAL DELIVERY)           | manual   |            |
| .0070    | (TUBERCULIN CONVERTOR (NEG WITHIN 1 YEAR))          |         |                             | no match | local code |
| .0120    | (AVERAGE RISK GE)                                   |         |                             | No match | local code |
| .0121    | (HIGH RISK GE)                                      |         |                             | No match | local code |
| .0122    | (UNKNOWN RISK GE)                                   |         |                             | No match | local code |

The “master file” shows which VA code is to be used for mapping.

This column of the report indicates the items to be manually mapped. It also contains items that have been found to have no match and can be ignored.

# Review the Mapping Reports

## Conversion Process Step 4

```
Session - TNVTPlus
Session Edit View Commands Script Help

The following entries have not been mapped to the VA codes.
IHS Value

* UNLISTED ANESTHESIA PROCEDURES (UNLISTED ANESTHESIA PROCEDURES)
* THERAPEUTIC OR DIAGNOSTIC INJECTIONS (THERAPEUTIC OR DIAGNOSTIC
 INJECTIONS)
* NON-INVASIVE PERIPHERAL VASCULAR DIAGNOSTIC STUDIES (NON-INVASIVE
 PERIPHERAL VASCULAR DIAGNOSTIC STUDIES)
* SPECIAL SERVICES AND REPORTS (SPECIAL SERVICES AND REPORTS)
* DIAGNOSTIC RADIOLOGY VASCULAR SYSTEM, HEART (DIAGNOSTIC RADIOLOGY
 VASCULAR SYSTEM, HEART)
* DIAGNOSTIC RADIOLOGY VASCULAR SYSTEM, AORTA AND ARTERIES (DIAGNOSTIC
 RADIOLOGY VASCULAR SYSTEM, AORTA AND ARTERIES)
<RETURN> to continue, '^' to quit, '^ ^' to exit: █

CAP NUM
```

This is an example of the report as it will look on your screen.

Here you see the options available to you.



# Review the Mapping Reports

## Conversion Process Step 4

| <b>IHS CPT Category</b>                             | <b>IHS Description</b>                                | <b>VA CPT Category</b>                            | <b>VA Description</b>                               | <b>Match</b> |
|-----------------------------------------------------|-------------------------------------------------------|---------------------------------------------------|-----------------------------------------------------|--------------|
| UNLISTED ANESTHESIA PROCEDURES                      | (UNLISTED ANESTHESIA PROCEDURES)                      | OTHER PROCEDURES                                  | (OTHER PROCEDURES)                                  | manual       |
| THERAPEUTIC OR DIAGNOSTIC INJECTIONS                | (THERAPEUTIC OR DIAGNOSTIC INJECTIONS)                | THERAPEUTIC PROPPLYACTIC OR DIAGNOSTIC INJECTIONS | (THERAPEUTIC PROPPLYACTIC OR DIAGNOSTIC INJECTIONS) | manual       |
| NON-INVASIVE PERIPHERAL VASCULAR DIAGNOSTIC STUDIES | (NON-INVASIVE PERIPHERAL VASCULAR DIAGNOSTIC STUDIES) | NON-INVASIVE VASCULAR DIAGNOSTIC STUDIES          | (NON-INVASIVE VASCULAR DIAGNOSTIC STUDIES)          | manual       |
| SPECIAL SERVICES AND REPORTS                        | (SPECIAL SERVICES AND REPORTS)                        | SPECIAL SERVICES, PROCEDURES AND REPORTS          | (SPECIAL SERVICES, PROCEDURES AND REPORTS)          | manual       |

# Review the Mapping Reports

## Conversion Process Step 4

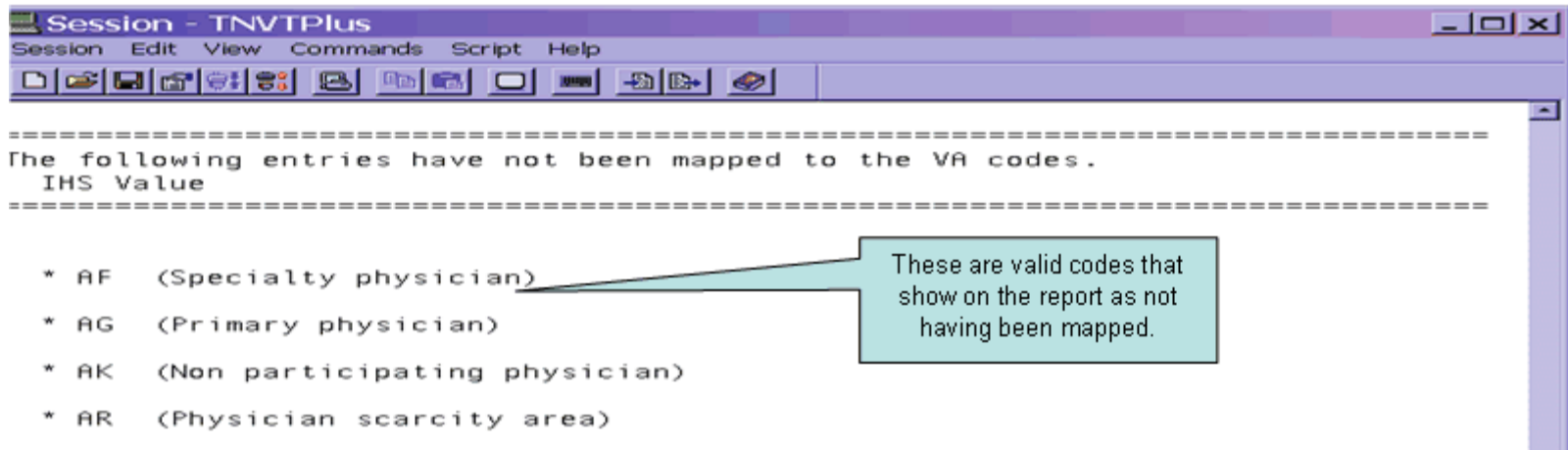
| IHS CPT Modifier Code | IHS Description        | VA CPT Modifier Code | VA Description       | Match  |
|-----------------------|------------------------|----------------------|----------------------|--------|
| AE                    | (Registered dietician) | AE                   | REGISTERED DIETICIAN | manual |
| AF                    | (Specialty physician)  | AF                   | SPECIALTY PHYSICIAN  | manual |

Some of the master files show codes that appear to be exact matches, yet they were not automatically mapped.

Why didn't the automap process map these for you?

# Review the Mapping Reports

## Conversion Process Step 4



Microsoft Excel - VA CPT-MODIFIER v1.xls [Read-Only]

| CPT Modifier Code | Description                  |
|-------------------|------------------------------|
| 173 AE            | REGISTERED DIETICIAN         |
| 174 AF            | ANES COMPLCTD BY HYPOTHERMIA |
| 175 AF            | SPECIALTY PHYSICIAN          |
| 176 AG            | ANES, EMER SURG, LIFETHREAT  |
| 177 AG            | PRIMARY PHYSICIAN            |
| 178 AH            | CLINICAL PSYCHOLOGIST        |
| 179 AJ            | CLINICAL SOCIAL WORKER       |
| 180 AK            | NURSE PRACT, RURAL, TEAM     |
| 181 AL            | NON PARTICIPATING PHYSICIAN  |

If you query the VA data, you will see there are two entries. This is why they were not automatically mapped. You need to select which code to map to.

# Review the Mapping Reports

## Conversion Process Step 4

```

The following entries have not been mapped to the VA codes.
IHS Value

* Q0069 (MAGNETIC RESONANCE (EG., PROTON)) (INACTIVE)
* Q0070 (MAGNETIC RESONANCE (EG., PROTON)) (INACTIVE)
* Q0071 (MAGNETIC RESONANCE (EG., PROTON)) (INACTIVE)
* Q0072 (MAGNETIC RESONANCE (EG., PROTON)) (INACTIVE)
* Q0073 (HALLUX IMPLANT) (INACTIVE)
* Q0074 (AQUEOUS SHUNT) (INACTIVE)
* Q0077 (PENTAMIDINE, FOR AEROSOL INHALER) (INACTIVE)
* Q0078 (SEPARATE SEAT LIFT MECHANISM FOR) (INACTIVE)

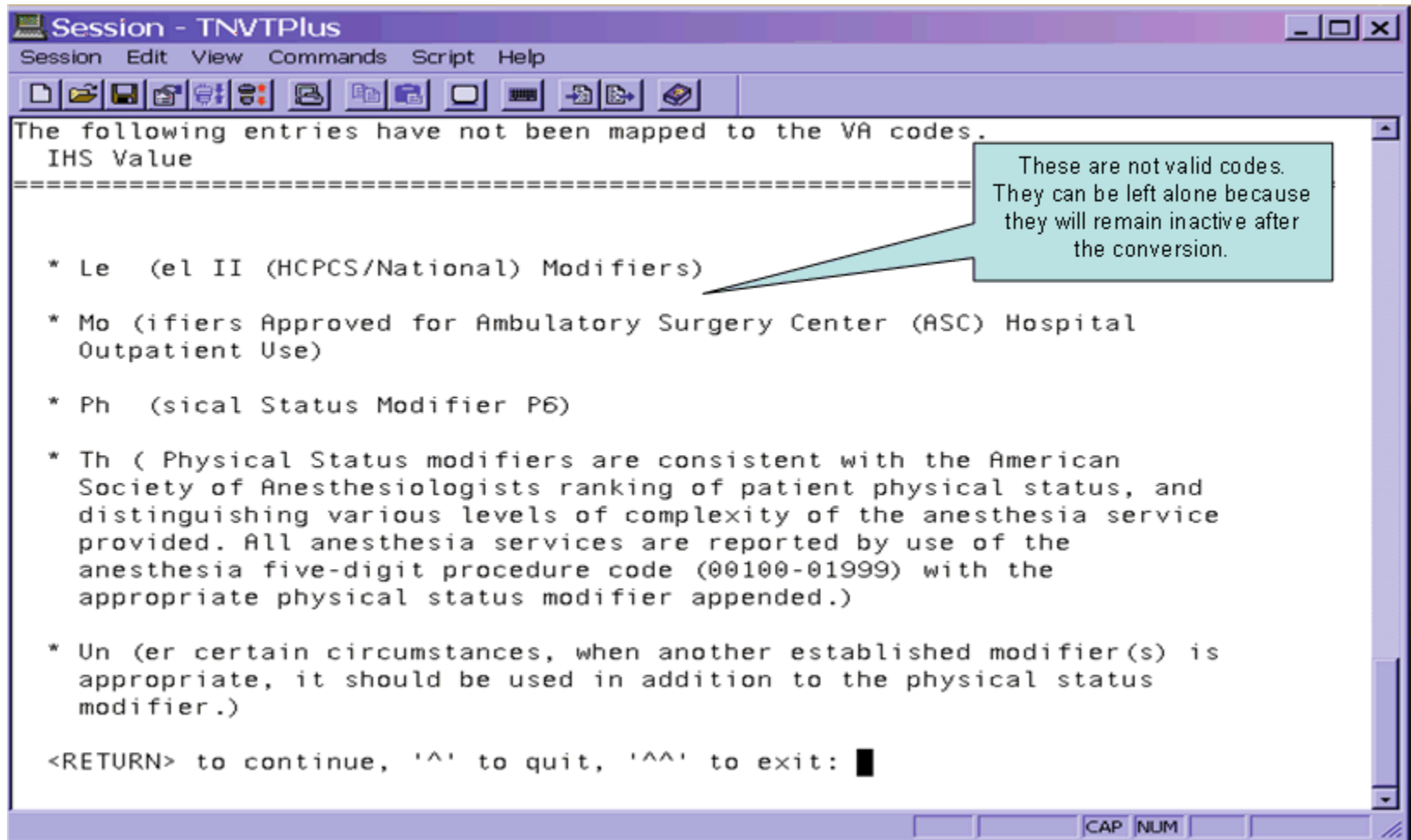
<RETURN> to continue, '^' to quit, '^ ^' to exit:

CAP NUM
```

This indicates that the code is currently "inactive" in the IHS file

# Review the Mapping Reports

## Conversion Process Step 4



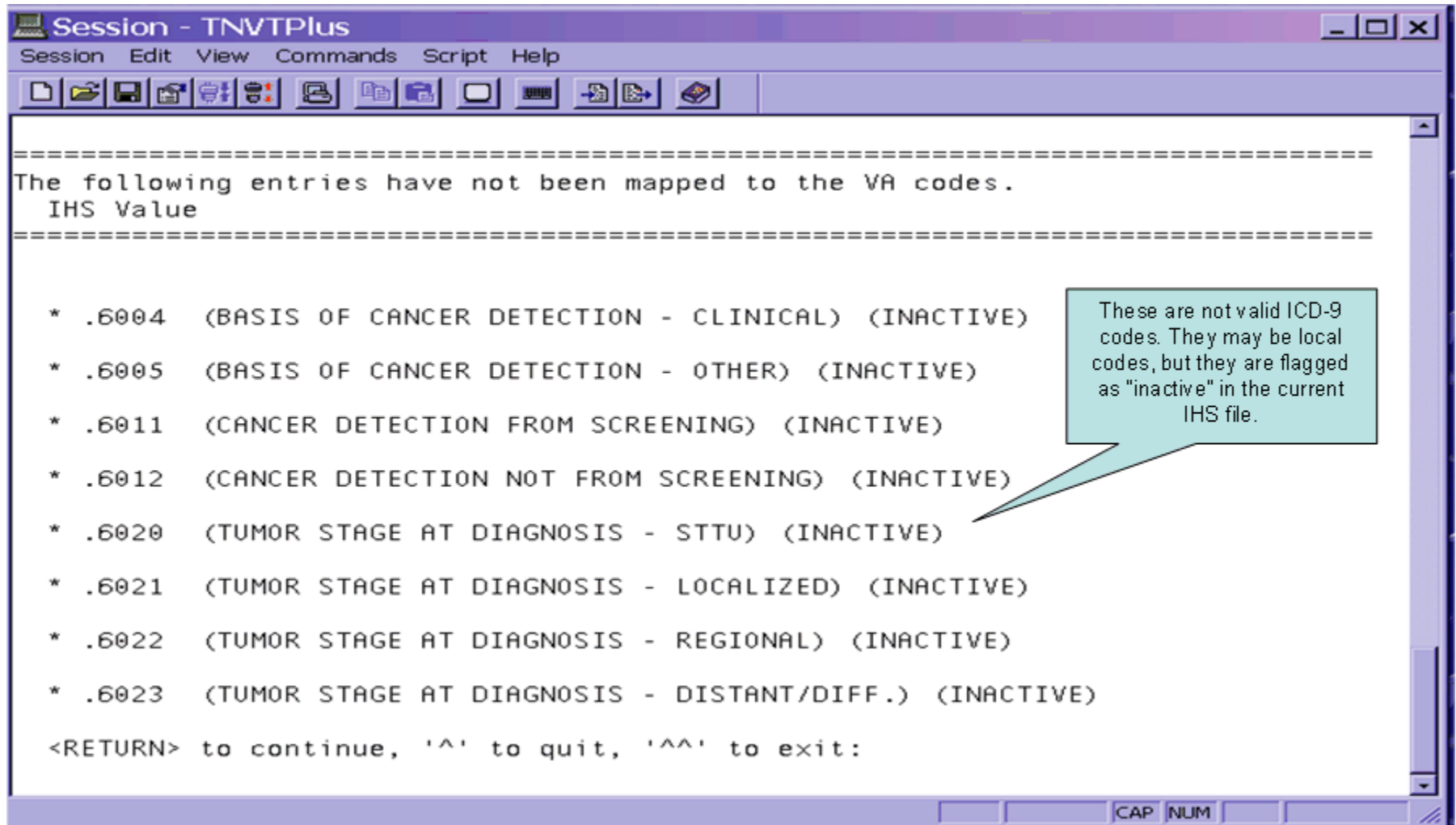
```
Session - TNVPlus
Session Edit View Commands Script Help
[Icons]
The following entries have not been mapped to the VA codes.
IHS Value

* Le (el II (HCPCS/National) Modifiers)
* Mo (ifiers Approved for Ambulatory Surgery Center (ASC) Hospital
 Outpatient Use)
* Ph (sical Status Modifier P6)
* Th (Physical Status modifiers are consistent with the American
 Society of Anesthesiologists ranking of patient physical status, and
 distinguishing various levels of complexity of the anesthesia service
 provided. All anesthesia services are reported by use of the
 anesthesia five-digit procedure code (00100-01999) with the
 appropriate physical status modifier appended.)
* Un (er certain circumstances, when another established modifier(s) is
 appropriate, it should be used in addition to the physical status
 modifier.)
<RETURN> to continue, '^' to quit, '^ ^' to exit: █
CAP NUM
```

These are not valid codes. They can be left alone because they will remain inactive after the conversion.

# Review the Mapping Reports

## Conversion Process Step 4



```
Session - TNVTPlus
Session Edit View Commands Script Help

=====
The following entries have not been mapped to the VA codes.
IHS Value
=====

* .6004 (BASIS OF CANCER DETECTION - CLINICAL) (INACTIVE)
* .6005 (BASIS OF CANCER DETECTION - OTHER) (INACTIVE)
* .6011 (CANCER DETECTION FROM SCREENING) (INACTIVE)
* .6012 (CANCER DETECTION NOT FROM SCREENING) (INACTIVE)
* .6020 (TUMOR STAGE AT DIAGNOSIS - STTU) (INACTIVE)
* .6021 (TUMOR STAGE AT DIAGNOSIS - LOCALIZED) (INACTIVE)
* .6022 (TUMOR STAGE AT DIAGNOSIS - REGIONAL) (INACTIVE)
* .6023 (TUMOR STAGE AT DIAGNOSIS - DISTANT/DIFF.) (INACTIVE)

<RETURN> to continue, '^' to quit, '^ ^' to exit:

CAP NUM
```

These are not valid ICD-9 codes. They may be local codes, but they are flagged as "inactive" in the current IHS file.

# Review the Mapping Reports

## Conversion Process Step 4

```
Session - TNVPlus
Session Edit View Commands Script Help

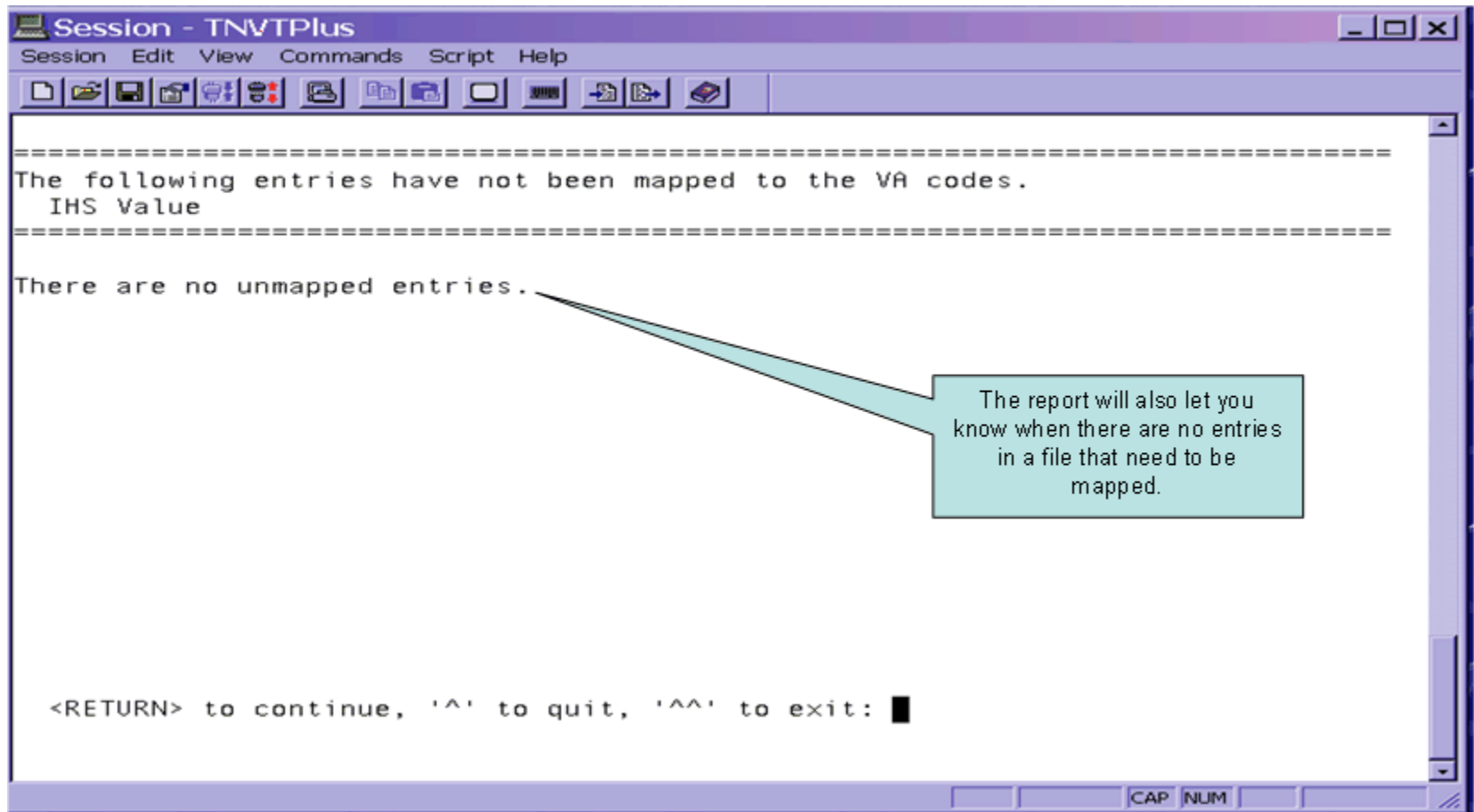
=====
The following entries have not been mapped to the VA codes.
IHS Value
=====

* 790.X20 ()
* 790.X21 ()
* 790.X22 ()
* 034.01 ()
* 480.31 (PNEUMONIA DUE TO SARS ASSOCIATED CORONAVIRUS)
* 538 (GASTROINTESTINAL MUCOSITIS (ULCERATIVE))
* 449 (SEPTIC ARTERIAL EMBOLISM)
* 488 (INFLUENZA DUE TO IDENTIFIED AVIAN INFLUENZA VIRUS)
<RETURN> to continue, '^' to quit, '^ ^' to exit: █

CAP NUM
```

# Review the Mapping Reports

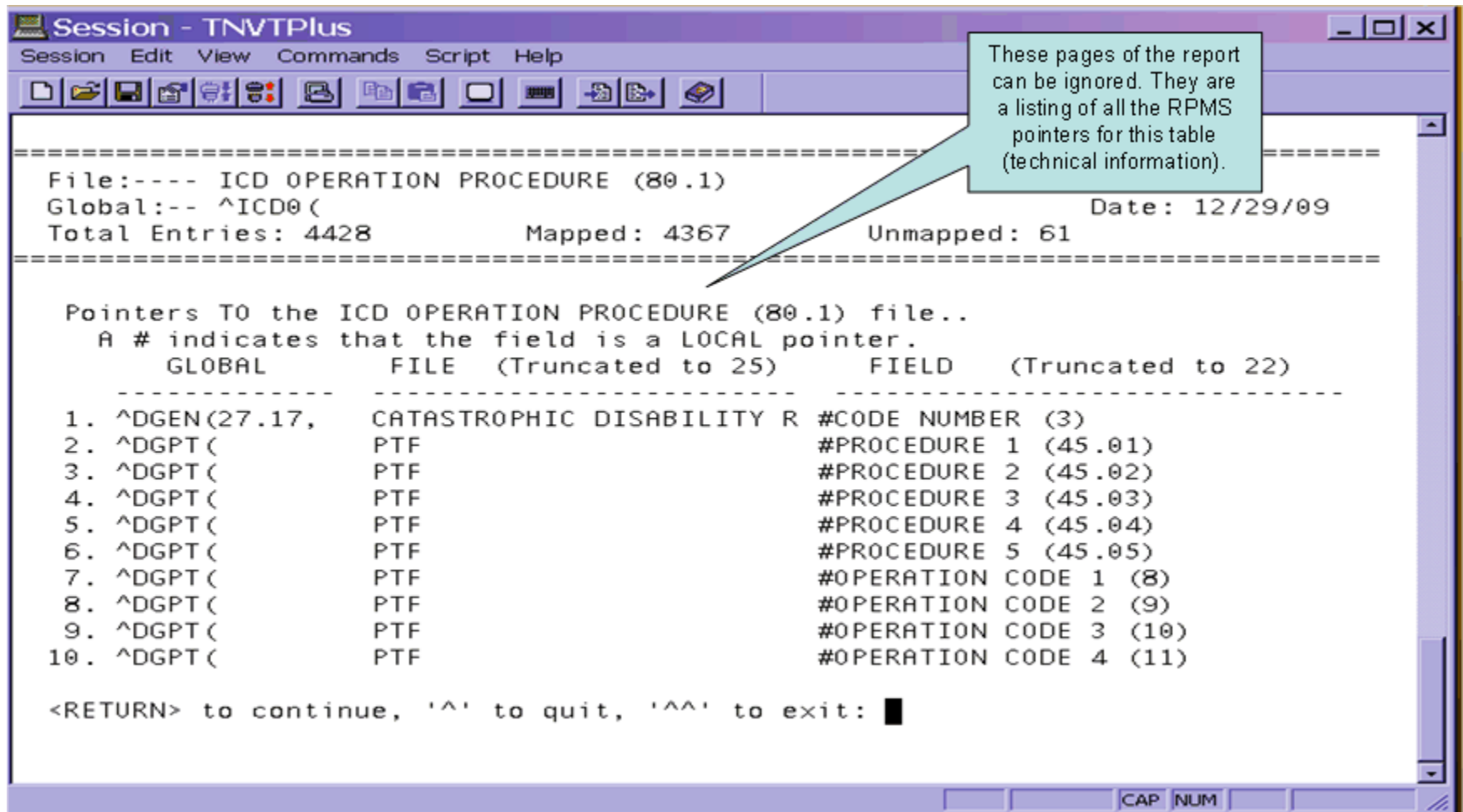
## Conversion Process Step 4





# Review the Mapping Reports

## Conversion Process Step 4



```

Session - TNVTPlus
Session Edit View Commands Script Help

File:---- ICD OPERATION PROCEDURE (80.1)
Global:-- ^ICD0(
Total Entries: 4428 Mapped: 4367 Unmapped: 61
Date: 12/29/09

Pointers TO the ICD OPERATION PROCEDURE (80.1) file..
A # indicates that the field is a LOCAL pointer.
GLOBAL FILE (Truncated to 25) FIELD (Truncated to 22)

1. ^DGEN(27.17, CATASTROPHIC DISABILITY R #CODE NUMBER (3)
2. ^DGPT(PTF #PROCEDURE 1 (45.01)
3. ^DGPT(PTF #PROCEDURE 2 (45.02)
4. ^DGPT(PTF #PROCEDURE 3 (45.03)
5. ^DGPT(PTF #PROCEDURE 4 (45.04)
6. ^DGPT(PTF #PROCEDURE 5 (45.05)
7. ^DGPT(PTF #OPERATION CODE 1 (8)
8. ^DGPT(PTF #OPERATION CODE 2 (9)
9. ^DGPT(PTF #OPERATION CODE 3 (10)
10. ^DGPT(PTF #OPERATION CODE 4 (11)

<RETURN> to continue, '^' to quit, '^ ^' to exit: █
CAP NUM

```

# Manual Mapping (MAN)

Conversion Process Step 5

# Manual Mapping (MAN)

## Conversion Process Step 5

- Once the MAN reports have been created and reviewed, you should know what needs to be mapped and what can be skipped.

# Manual Mapping (MAN)

## Conversion Process Step 5

- MAN option will:
  - Display all codes to be mapped
  - Allow you to perform queries on VA data to determine which codes to map
  - Display a list of all VA codes

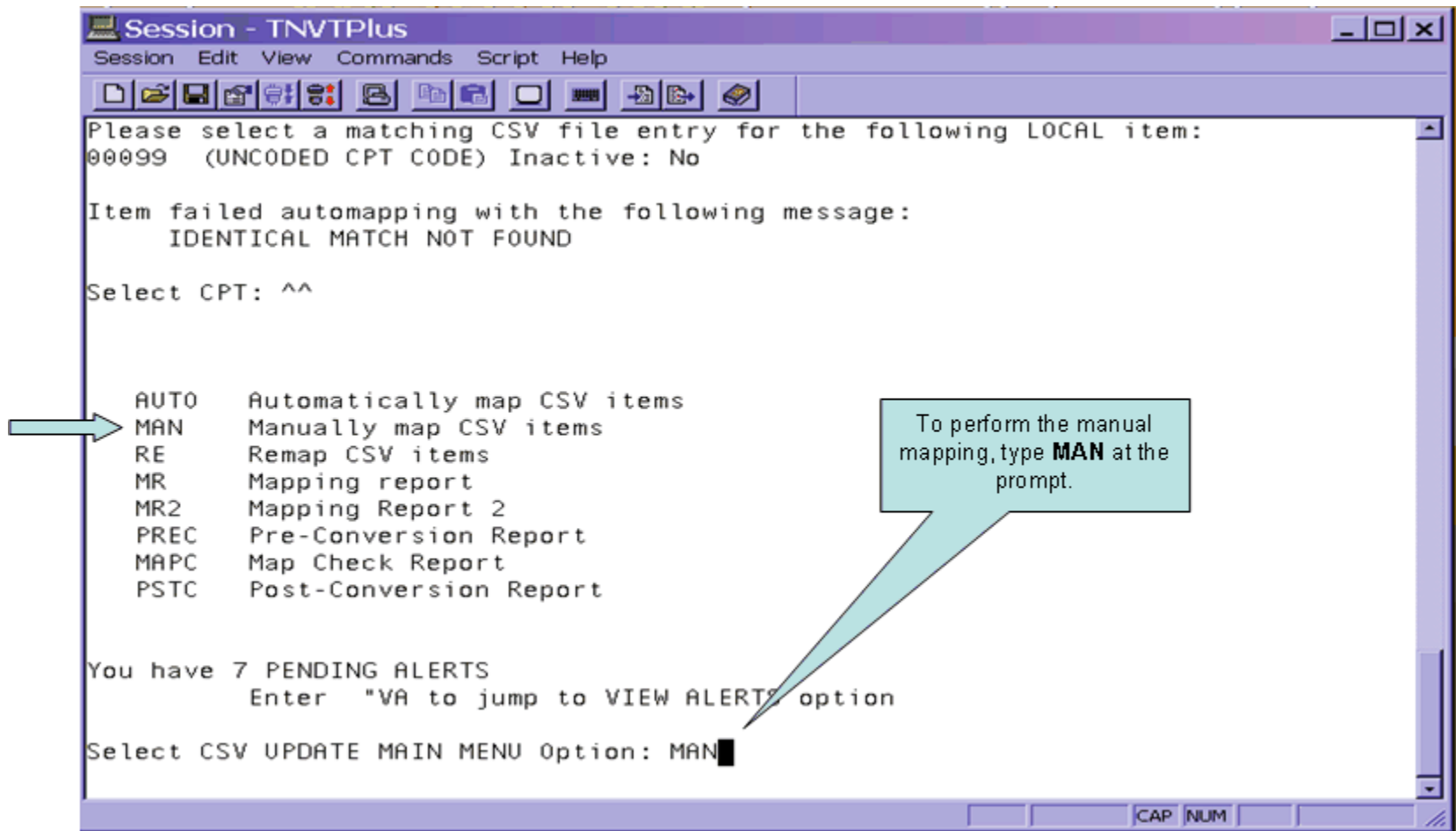
# Manual Mapping (MAN)

## Conversion Process Step 5

- MAN will display the codes to be mapped in the same order as the mapping reports.
- The files are displayed in the following order:
  - Major Diagnostic Category
  - Diagnosis Related Group (DRG)
  - CPT category
  - ICD-9-CM Operation Procedure
  - CPT modifiers
  - ICD-9-CM Diagnosis
  - CPT

# Manual Mapping (MAN)

## Conversion Process Step 5



# Manual Mapping (MAN)

## Conversion Process Step 5

```
Enter '^' to SKIP item; '^ ^' to skip to next file
```

The screen will display a message when there are no unmapped items for a code set, and move on to the next code set

```
Matching entries for the MAJOR DIAGNOSTIC CATEGORY file.
```

```
Mapping has been completed for the MAJOR DIAGNOSTIC CATEGORY file.
```

```
Enter '^' to SKIP item; '^ ^' to skip to next file.
```

LOCAL refers to your site's IHS file, not a local code.

```
Matching entries for the CPT CATEGORY file.
```

```
Please select a matching CSV file entry for the following LOCAL item:
```

```
LOWER LEG(BELOW KNEE) — (LOWER LEG(BELOW KNEE)) Inactive: No
```

The screen displays the first code to be mapped...

```
Item failed automapping with the following message:
IDENTICAL MATCH NOT FOUND
```

... and the reason it was not automapped.

```
Select CPT CATEGORY:
```

This prompt is asking you to enter the VA code you want to map the IHS code to.

# Manual Mapping (MAN)

## Conversion Process Step 5

- When you enter a VA code, the screen will ask you to confirm it is the correct code.
- This process needs to be done with each of the codes that need to be mapped to a VA code.



# Manual Mapping (MAN)

## Conversion Process Step 5

- Type **ANESTHESIA** to see all items that begin with “ANESTHESIA”. In this example, only one item is found.

```
Select CPT CATEGORY: ANESTHESIA
You have elected to map: UNLISTED ANESTHESIA PROCEDURES (UNLISTED
ANESTHESIA PR
OCEDURES) Inactive: No to
ANESTHESIA (ANESTHESIA) Inactive: No.
Are you sure? YES//
```

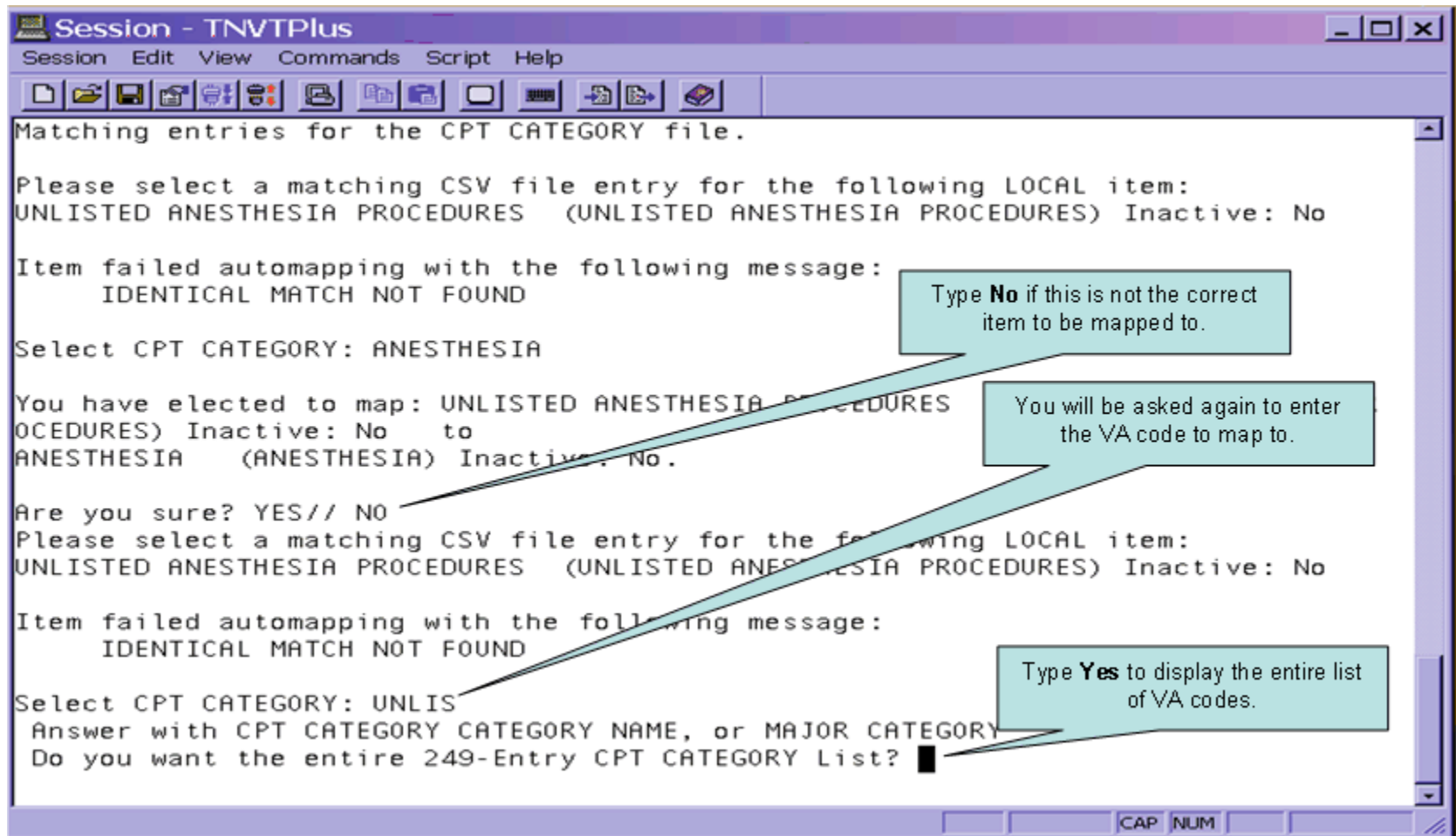
"You have elected to map:" is the IHS code

"to" is the VA code

To map to this item, type **Y** (Yes) to confirm this mapping and proceed to the next item.

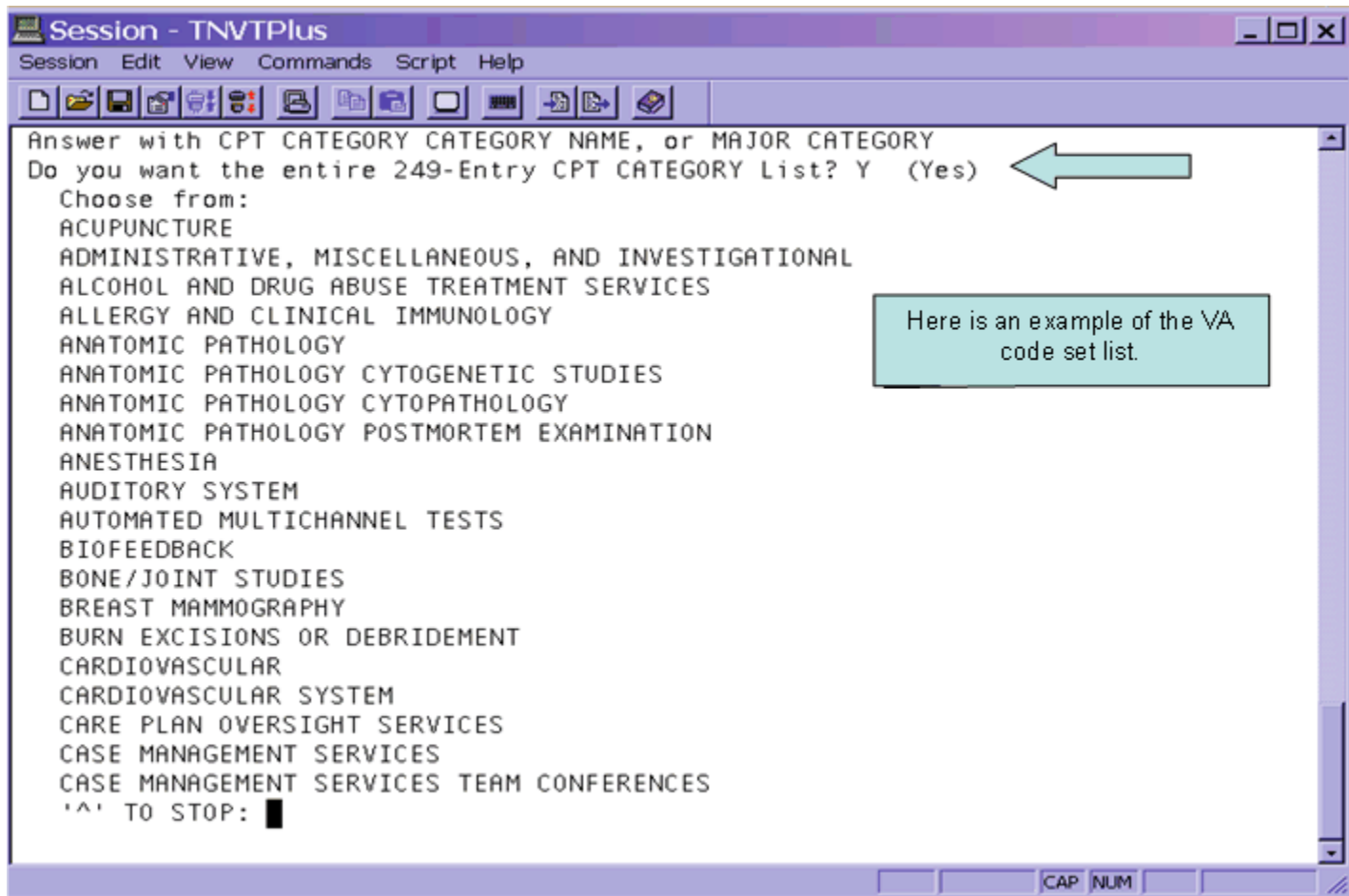
# Manual Mapping (MAN)

## Conversion Process Step 5



# Manual Mapping (MAN)

## Conversion Process Step 5



# Manual Mapping (MAN)

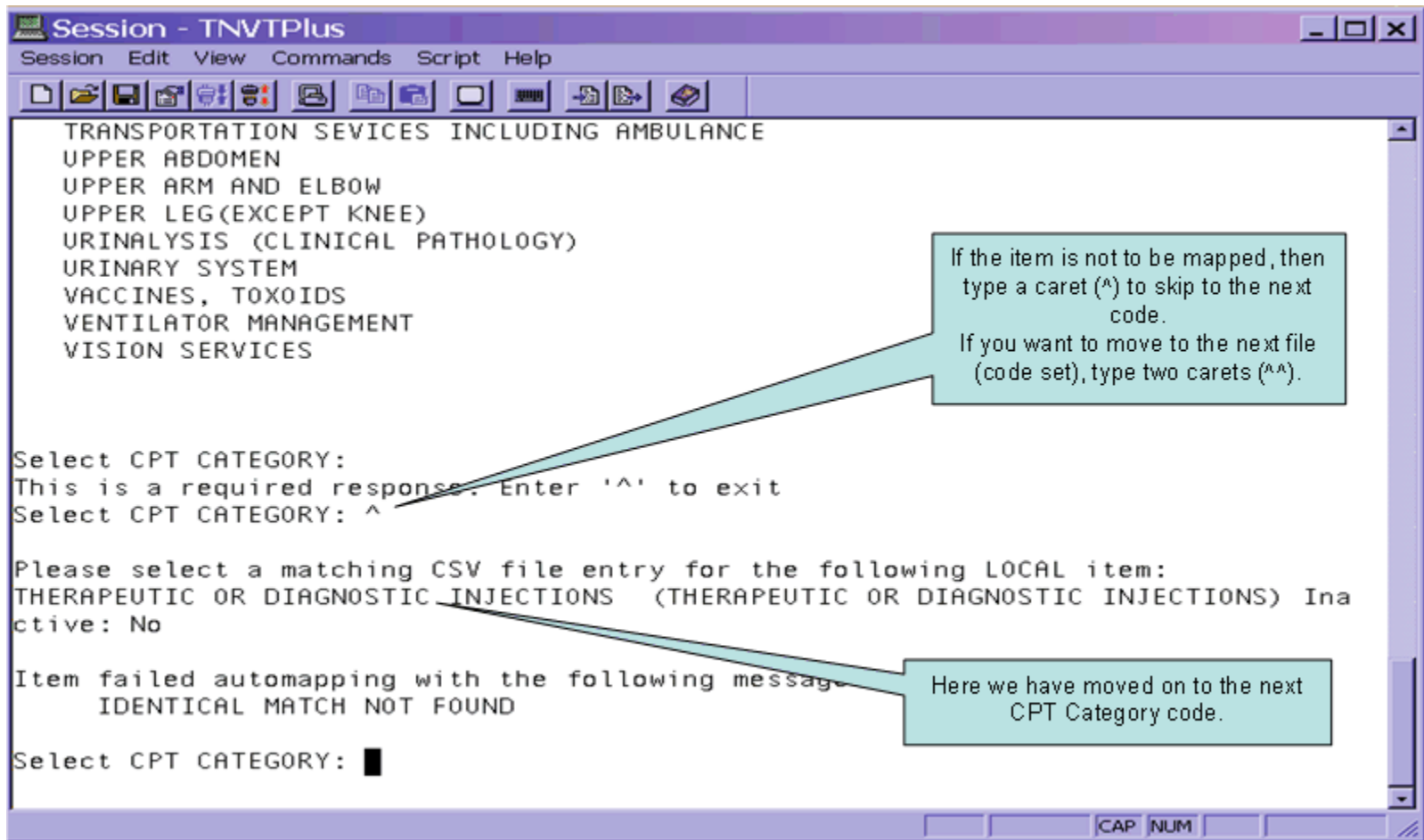
## Conversion Process Step 5

|                                                    |
|----------------------------------------------------|
| <b>CPT Category</b>                                |
| ACUPUNCTURE                                        |
| ADMINISTRATIVE, MISCELLANEOUS, AND INVESTIGATIONAL |
| ALCOHOL AND DRUG ABUSE TREATMENT SERVICES          |
| ALLERGY AND CLINICAL IMMUNOLOGY                    |
| ANATOMIC PATHOLOGY                                 |
| ANATOMIC PATHOLOGY CYTOGENETIC STUDIES             |
| ANATOMIC PATHOLOGY CYTOPATHOLOGY                   |
| ANATOMIC PATHOLOGY POSTMORTEM EXAMINATION          |
| ANESTHESIA                                         |

In addition to the master files, there are VA data spreadsheets that contain the complete listing of the code sets so you do not need to run this query. The spreadsheet will also be useful during the mapping report review so you can easily see which VA codes are available for mapping.

# Manual Mapping (MAN)

## Conversion Process Step 5



# Remap CSV Items (RE)

## Conversion Process Step 5

- If you make a mistake manually mapping codes, you can go back in and correct the error.
- Use Remap CVS Items (RE) to remap the item to the correct code.
- From the CSV Main Menu, select the RE option.

# Remap CSV Items (RE)

## Conversion Process Step 5

RE Remap CSV items

Select one of the following:

- |   |                           |
|---|---------------------------|
| 1 | MAJOR DIAGNOSTIC CATEGORY |
| 2 | DRG                       |
| 3 | CPT CATEGORY              |
| 4 | ICD OPERATION/PROCEDURE   |
| 5 | CPT MODIFIER              |
| 6 | ICD DIAGNOSIS             |
| 7 | CPT                       |

Select file to remap: 5 CPT MODIFIER

Remapping entries for the CPT MODIFIER file.

Select CPT MODIFIER:

# Remap CSV Items (RE)

## Conversion Process Step 5

In this example, "CP" is entered as the CPT Modifier to be remapped.

Because there is more than one code that begins with "CP", the system will display all the entries and ask you to specify which code to remap.

```
Select CPT MODIFIER: CP
 1 CP Level I Modifiers
 2 CPT QP Individually ordered lab tst
CHOOSE 1-2: 1 CP Level I Modifiers
This item is currently not mapped, and can not be re-mapped.
```

```
Select CPT MODIFIER:
```

The system is telling you that the code has not been mapped to anything, and therefore cannot be remapped.



# Remap CSV Items (RE)

## Conversion Process Step 5

```
Select CPT MODIFIER: DIAG
 1 DIAG GH Diag mammo to screening mammo
 2 DIAGMAM GG Payment screen mam + diagmam
 3 DIAGNOSTIC 91 Repeat Clinical Diagnostic Laboratory Test
CHOOSE 1-3: 3 91 Repeat Clinical Diagnostic Laboratory Test
Item is currently mapped to: PAYMENT SCREEN MAM + DIAGMAM
```

In this example, "DIAG" is entered as the CPT Modifier to be remapped.

```
Would you like to REMAP entry? N//
```

The screen displays which code the selected item is currently mapped to, and asks if you would like to remap the entry.

# Remap CSV Items (RE)

## Conversion Process Step 5

Would you like to REMAP entry? N// YES

Select CPT MODIFIER: DIAG

|   |                                              |      |                                        |
|---|----------------------------------------------|------|----------------------------------------|
| 1 | DIAGNOSITIC SITE TO PHYSICIAN' OFFICE        | DP   | DIAGNOSITIC SITE TO PHYSICIAN'S OFFICE |
| 2 | DIAGNOSTIC SITE TO HOSPITAL                  | DH   | DIAGNOSTIC SITE TO HOSPITAL            |
| 3 | DIAGNOSTIC SITE TO HOSPITAL-BA               | DG   | DIAGNOSTIC SITE TO HOSPITAL-BASE       |
| D | DIALYSIS FACILITY                            |      |                                        |
| 4 | DIAGNOSTIC SITE TO INTERMED. P - DR'S OFFICE | S DX | DIAGNOSTIC SITE TO INTERMED. STO       |
| 5 | REPEAT CLINICAL DIAGNOSTIC LAB               | 91   | REPEAT CLINICAL DIAGNOSTIC LABO-       |
|   | RATORY TEST                                  |      |                                        |

Press <RETURN> to see more, '^' to exit this list, OR

CHOOSE 1-5: 5 91 REPEAT CLINICAL DIAGNOSTIC LABORATORY TEST

You have elected to map: 91 (Repeat Clinical Diagnostic Laboratory Test) to

91 REPEAT CLINICAL DIAGNOSTIC LABORATORY TEST.

Are you sure? YES// YES

Remapped!

Select CPT MODIFIER:

If you respond "Yes", the screen will display your choices for which codes to remap to.

The screen then displays the mapping correction that will be made,

and asks you to confirm that is correct.

# Remap CSV Items (RE)

## Conversion Process Step 5

Would you like to REMAP entry? N// NO  
Would you like to UNMAP this entry? N// YES  
Unmapped!

If you respond "No", the system gives you the option to remove the link completely.

Select CPT MODIFIER:

If you want to remove the link, type **Yes** to unmap the entry.

# Run and Review Mapping Report 2

Conversion Process Step 6

# Run the MR2 Report

## Conversion Process Step 6

- Run and review the MR2 report again. This will allow you to confirm your manual mapping.
- You should also review the unmapped codes to ensure you did not miss any that need to be mapped.

# Run the MR2 Report

## Conversion Process Step 6

The screenshot shows a window titled "Session - TNVTPlus" with a menu bar (Session, Edit, View, Commands, Script, Help) and a toolbar. The main area displays a list of options:

- AUTO Automatically map CSV items
- MAN Manually map CSV items
- RE Remap CSV items
- MR Mapping report
- MR2 Mapping Report 2
- PREC Pre-Conversion Report
- MAPC Map Check Report
- PSTC Post-Conversion Report

Below the menu, the text reads: "You have 7 PENDING ALERTS" and "Enter 'VA' to jump to VIEW ALERTS option".

Next, it says: "Select CSV UPDATE MAIN MENU Option: MR2 Mapping Report 2" and "Mapping Report for Code Set Versioning Project - Phase One".

A warning message follows: "WARNING: Printing mapped items will consume a lot of space".

Then, it asks: "Include list of unmapped items? N// YES" and "Include list of mapped items? N// YES".

Finally, it asks: "What do you want to include: M".

Two callout boxes provide additional context:

- The first callout points to the "Include list of mapped items?" prompt and contains the text: "The first time this report was run, when asked if we wanted a list of the mapped items, the answer was 'NO.' This time, answer 'YES'".
- The second callout points to the "M" input and contains the text: "Type **M** to see the items that you have manually mapped."

# Run the MR2 Report

## Conversion Process Step 6

- Running the report to include the manually mapped items allows you to verify your mapping.
- Continue to run MAN, RE, and MR2 as many times as needed until the manual mapping has been completed.

# Run and Review the Mapping Edit Reports

Conversion Process Step 7



# Mapping Edit Reports

## Conversion Process Step 7

- There are two Mapping Edit Reports
  - Pre-Conversion Report (PREC) compares the IHS data before the conversion to the VA data that will exist after the conversion and reports any discrepancies. This report does not include any items that have not been mapped.
  - Map Check Report (MAPC) looks at the items that have been mapped (both automapped and manually mapped) to see if more than one IHS code was mapped to one VA code. This will help to identify any codes that may have been mapped incorrectly.

# Pre-Conversion (PREC)

## Conversion Process Step 7

- The PREC contains:
  - The file being reported
  - The Internal Entry Number (IEN) for the item being reported
  - The code being reported
  - The name of the field that is being reported
  - The value of the field in the current IHS file
  - What the value will be after the conversion is completed (the VA value)

# Pre-Conversion (PREC)

## Conversion Process Step 7

To run the PREC, follow these steps:

1. At the “Select CSV UPDATE MAIN MENU Option” prompt, type **PREC** and press Enter.
2. At the “Enter path:” prompt, type the directory path where the output file should be created that is applicable for your system and press Enter. For example, indicate the file to be created in e:\pub.
3. At the “Enter filename:” prompt, enter the name you would like your output file to be called. For example, indicate the file will be called PREC.TXT.

# Pre-Conversion (PREC)

## Conversion Process Step 7

- The PREC output file may be too large to import into Excel as is.
- Use Notepad or Word to segregate the large file into smaller files.
- Once the PREC output file has been divided into smaller files, use Excel to import the data.
  - Please see Appendix B in the CSV User Guide for more information about importing text files into Excel.

# Pre-Conversion (PREC)

## Conversion Process Step 7

| Report:-- PRE-CONVERSION DATA QUALITY REPORT Date: SEP 09, 2009@16:56:02 |     |       |               |                                                                 |                                                          |
|--------------------------------------------------------------------------|-----|-------|---------------|-----------------------------------------------------------------|----------------------------------------------------------|
| File:---- preconvrpt090909.txt                                           |     |       |               |                                                                 |                                                          |
| File                                                                     | IEN | Code  | field         | IHS value                                                       | VA value                                                 |
| CPT                                                                      | 100 | 00100 | Dt Added      | 3050000                                                         |                                                          |
| CPT                                                                      | 102 | 00102 | Dt Added      | 3050000                                                         |                                                          |
| CPT                                                                      |     |       |               | Anesthesia for procedures involving plastic repair of cleft lip | ANESTHESIA FOR PROCEDURES ON PLASTIC REPAIR OF CLEFT LIP |
| CPT                                                                      | 103 | 00103 | Dt Added      | 3050000                                                         |                                                          |
| CPT                                                                      | 104 | 00104 | Dt Added      | 3050000                                                         |                                                          |
| CPT                                                                      | 146 | 00146 | Inactive Flag | 1                                                               |                                                          |
| CPT                                                                      | 146 | 00146 | Dt Added      | 2940601                                                         |                                                          |
| CPT                                                                      | 146 | 00146 | Dt Deleted    | 2980000                                                         |                                                          |
| CPT                                                                      |     |       |               |                                                                 | ANESTHESIA FOR PROCEDURES ON EYE; BIOPSY OF CONJUNCTIVA  |
| CPT                                                                      | 147 | 00147 | Dt Added      | 3050000                                                         |                                                          |
| CPT                                                                      | 148 | 00148 | Dt Added      | 3050000                                                         |                                                          |
| CPT                                                                      | 160 | 00160 | Dt Added      | 3050000                                                         |                                                          |

This is an example of the PREC report once it has been imported into Excel. It shows any fields that are not an EXACT match so you can be sure the codes have been mapped correctly.

# Map Check (MAPC)

## Conversion Process Step 7

- The MAPC contains:
  - The VA value of a code
  - List of the IHS codes that were mapped to the VA code
  - The code descriptions
  - The Internal Entry Number (IEN) for the code is shown in parenthesis next to the code description.

# Map Check (MAPC)

## Conversion Process Step 7

- To run the MAPC, follow these steps:
  1. At the “Select CSV UPDATE MAIN MENU Option” prompt, type **MAPC** and press Enter.
  2. At the “Enter path:” prompt, type the directory path where the output file should be created that is applicable for your system and press Enter. For example, indicate the file should be created in e:\pub.
  3. At the “Enter filename:” prompt, enter the name you would like your output file to be called. For example, indicate the file will be called MAPC.TXT.

# Map Check (MAPC)

## Conversion Process Step 7

```
Report:-- MAP CHECK REPORT Date: SEP 02, 2009@08:31:34
File:---- MAPC.TXT
=====
The following items appear to have duplicate mapping.
* IHS Values
=> VA Value

=====
=> 0014T MENISCAL TRANSPLANT, KNEE (106049)
* 0014T MENISCAL TRANSPLANT, KNEE (9990014)
* 0014T MENISCAL TRANSPLANT, KNEE (4848495284)

=> 0016T THERMOTX CHOROID VASC LESION (106050)
* 0016T THERMOTX CHOROID VASC LESION (9990016)
* 0017T PHOTOCOAGULAT MACULAR DRUSEN (9990017) ← This shows that 0017T was
 mapped to 0016T and is most
 likely mapped in error.

=> 0018T TRANSCRANIAL MAGNETIC ST IMUL (106052)
* 0018T TRANSCRANIAL MAGNETIC ST IMUL (9990018)
* 0018T TRANSCRANIAL MAGNETIC ST IMUL (4848495684)
```

This is an example of the MAPC report. It shows any VA codes that have more than one IHS code mapped to it.



# Mapping Edit Reports

## Conversion Process Step 7

- Running the Mapping Edit Reports (PREC and MAPC) allows you to review the mapping from a different perspective from the mapping reports (MR and MR2).
- These reports are run after mapping (MAN and RE) has been performed, but before the conversion is finalized.
- This gives you an opportunity to identify and correct any potential data issues before the conversion is completed.

Run MAN and RE  
if needed

Conversion Process Step 8

# Remap CSV Items (RE)

## Conversion Process Step 8

- If any mapping issues are discovered while reviewing the mapping edit reports, use RE and MAN to correct the issues.
- Run the mapping edit reports as many times as needed to verify and confirm that the mapping is correct.

# Run the Mapping Reports

Conversion Process Step 9

# Run the MR and MR2 Reports

## Conversion Process Step 9

- Run both mapping reports (MR and MR2) one last time.
- Keep copies of these reports as an audit trail of the mapping.

# Run the MR Report

## Conversion Process Step 9

```
Session - TNVTPlus
Session Edit View Commands Script Help

AUTO Automatically map CSV items
MAN Manually map CSV items
RE Remap CSV items
MR Mapping report
MR2 Mapping Report 2
PREC Pre-Conversion Report
MAPC Map Check Report
PSTC Post-Conversion Report

You have 7 PENDING ALERTS
 Enter "VA to jump to VIEW ALERTS option

Select CSV UPDATE MAIN MENU Option: MR Mapping report
Mapping Report for Code Set Versioning Project - Phase One

WARNING: Printing mapped items will consume a lot of paper

Include list of unmapped items? N// y YES
Include list of mapped items? N// n NO

Select device for mapping report: HOME// HFS

CAP NUM
```

# Run the MR Report

## Conversion Process Step 9

- Codes that exist in the IHS data files that have not been mapped to a VA code will appear as “unmapped” on this report.
- Remember, the IHS code information is more current than the VA code information.
- New codes will show on the mapping reports as inactive even though there is no action required. (The final upload of the process will reactivate all the new codes.)

# Sign-Off Acceptance

Conversion Process Step 10



# Sign-Off

## Conversion Process Step 10

- It is recommended that a certified/ experienced coder formally sign-off that the mapping has been reviewed and verified.

# Phase III of CSV Install

Conversion Process Step 11

# Phase III of CSV Install

## Conversion Process Step 11

- Contact your site manager or IT Site Support resource to complete the third and final phase of the installation.
  - Please see CSV Install Guide for detailed information about the install.
- All RPMS users must be off the system during Phase III of the install.

# Run Post-Conversion Report

Conversion Process Step 12

# Post-Conversion (PSTC)

## Conversion Process Step 12

- This report compares the “IHS” data before the conversion to what now exists in the IHS data files and reports any discrepancies.
- The PSTC is formatted the same as the Pre-Conversion report.
- If any mapping errors are identified, you must contact the CSV Implementation Team to correct the errors.
- Errors must be corrected before any RPMS processing may begin.

# Post-Conversion (PSTC)

## Conversion Process Step 12

- The PSTC contains:
  - The file being reported
  - The IEN for the item being reported
  - The code being reported
  - The name of the field that is being reported
  - The value of the field in the IHS file before the conversion
  - What the value is now that the conversion is completed

# Post-Conversion (PSTC)

## Conversion Process Step 12

To run the Post-Conversion Report, follow these steps:

1. At the “Select CSV UPDATE MAIN MENU Option” prompt, type **PSTC** and press Enter.
2. At the “Enter path:” prompt, type the directory path where the output file should be created that is applicable for your system and press Enter. For example, indicate the file to be created in e:\pub.
3. At the “Enter filename:” prompt, enter the name you would like your output file to be called. For example, indicate the file will be called PSTC.TXT.

# Post-Conversion (PSTC)

## Conversion Process Step 12

- The PSTC output file may be too large to import into Excel as is.
- Use Notepad or Word to segregate the large file into smaller files.
- Once the PSTC output file has been divided into smaller files, use Excel to import the data.
  - Please see Appendix B in the CSV User Guide for more information about importing text files into Excel.



# Post-Conversion (PSTC)

## Conversion Process Step 12

- Once the PSTC report has been reviewed and verified, allow RPMS users to proceed with processing.
- RPMS users should review some screens and reports to make sure everything looks normal.

Recap

# CSV Main Menu Options

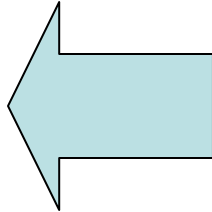
```
Session - TNVTPlus
Session Edit View Commands Script Help

Select OPTION NAME: BCSV
 1 BCSV AUTOMAP ITEMS Automatically map CSV items
 2 BCSV MAIN MENU CSV UPDATE MAIN MENU
 3 BCSV MANUAL MAP Manually map CSV items
 4 BCSV MAP CHECK REPORT Map Check Report
 5 BCSV MAPPING REPORT Mapping report
Press <RETURN> to see more, '^' to exit this list, OR
CHOOSE 1-5: 2 BCSV MAIN MENU CSV UPDATE MAIN MENU

AUTO Automatically map CSV items
MAN Manually map CSV items
RE Remap CSV items
MR Mapping report
MR2 Mapping Report 2
PREC Pre-Conversion Report
MAPC Map Check Report
PSTC Post-Conversion Report

You have 7 PENDING ALERTS
 Enter "VA to jump to VIEW ALERTS option

Select CSV UPDATE MAIN MENU Option: MR2 Mapping Report 2
```



# Overview (continued)

## CSV Main Screen

- **MAN** Manually map CSV items
  - Used to map any entries that were not able to be mapped within the automapping process.
- **RE** Remap CSV items
  - Allows any mapping to be corrected prior to the data conversion process being completed.
- **MR** Mapping report
  - Used to run a report showing the codes that have been mapped and/or still need to be mapped, including new codes that do not need to be mapped.

# Overview (continued)

## Code Set Versioning Main Screen

- **MR2 Mapping Report 2**
  - Used to run a report that is similar to the MR, but contains additional information about the codes and excludes new codes that do not need to be mapped.
- **PREC Pre-Conversion Report**
  - Used to compare the data of what was mapped to see if anything may have been mapped incorrectly. This report is run before the conversion is completed.
- **MAPC Map Check Report**
  - Used to run a report to show any VA codes that have more than one IHS code mapped to it .
- **PSTC Post-Conversion Report**
  - Run after the conversion is completed to compare the data sets and see if anything looks incorrect .

# CSV Steps

## 1. Site Preparation

- Install RPMS applications listed in Appendix A of the CSV User Guide.

## 2. Receive WebEx Training

- This training is required to ensure the site implementation team has the necessary tools.

## 3. Download program to your system

- A password will be assigned to access the programs to be downloaded.

## 4. Run and Review the Mapping Report

- MR and MR2 reports identify the codes that need to be mapped.
- Use the master files to help with the mapping.

# CSV Steps (continued)

5. Perform the Manual Mapping (MAN)
  - Utilize the master file spreadsheets and the VA Data listings.
6. Run Mapping Report 2 (MR2) as needed
  - Repeat MAN and running the MR2 report until you have mapped as many codes as possible.
7. Run Mapping Edit reports (PREC and MAPC)
  - These reports help identify mapping errors.
8. Run MAN and/or RE if needed
  - This step is used to correct any items that were mapped incorrectly.

# CSV Steps (continued)

9. Run the Mapping Reports (MR and MR2)
  - Run these reports one last time before completing the conversion. Save them as an audit trail of the mapping.
10. Final Review and Sign-Off Acceptance of Manual Mapping
  - Sign-off is recommended as a quality assurance step.
11. Perform the Final Phase of the CSV Conversion Process
  - This step applies all of the mapping to the data dictionaries.



# CSV Steps (continued)

## 12. Run the PSTC report

- This report is the last chance to identify any codes that may have been mapped incorrectly.

# Contact Information

## The CSV Support Team:

- Janice Chase
- Rebecca Herrera
- Susanne Sandoval

Questions??