

DATES AND LOCATIONS

Courses are available across the country!

Clinical Documentation Improvement Boot Camps® fill quickly, and class sizes are limited to guarantee individual instruction. Upcoming dates and locations include:

Location	Class Date
Las Vegas, NV	November 14-17, 2011
San Antonio, TX	January 23-26, 2012
Orlando, FL	February 6-9, 2012
Scottsdale, AZ	March 5-8, 2012
Atlanta, GA	April 23-26, 2012

Class times are 8:00 a.m.–5:00 p.m. Monday–Thursday.

OR TAKE THE CLASS ONLINE— NEW ONLINE CLASSES START EACH MONTH.

For more dates and locations visit www.hcprobootcamps.com.

SPECIAL ROOM RATES AVAILABLE! LIMITED AVAILABILITY—REGISTER EARLY!

We have negotiated a special rate for a limited number of rooms at each course location. Rooms are available on a first-come, first-serve basis and may sell out before the cutoff date. Make your hotel reservations immediately to guarantee the hotel rate and availability, and be sure to identify yourself as a participant of HCPro's **CDI Boot Camp**®.

COURSE FEE: \$1,299 ACDIS Member Course Fee: \$1,149

Sign up for ACDIS membership today! Call 877/240-6586. For information regarding administrative policies, such as cancellations, transfers, refunds, or comments, call 800/780-0584 or visit www.hcprobootcamps.com.

ADDITIONAL BOOT CAMPS OFFERED BY HCPro:

Clinical Documentation Improvement Boot Camp®—Online
Physician Queries Boot Camp™
HCPro ICD-10 Basics Boot Camp™
Certified Coder Boot Camp®—Live and Online
Certified Coder Boot Camp®—Inpatient Version
Medicare Boot Camp®—Hospital Version

REGISTER TODAY

VISIT www.hcprobootcamps.com or CALL 800/780-0584.

YOUR REGULATORY EXPERTS



Lynne Spryszak, RN, CCDS, CPC-A, is the CDI education director for HCPro, Inc., in Danvers, MA. She is the lead instructor for HCPro's **Physician Queries Boot Camp**. She serves on the board of the Association of Clinical Documentation Improvement Specialists (ACDIS) and is a content developer for the Certified Clinical Documentation Specialist (CCDS) exam. Spryszak is a recipient of the 2009 *Recognition of CDI Professional Achievement* award from ACDIS.



Sylvia Hoffman, RN, C-CDI, CCDS, served as a clinical documentation specialist at Tampa General Hospital in Tampa, FL, before starting her own Tampa-based CDI consulting practice. She has 15 years of acute care hospital-based experience and 10 years case management experience. Hoffman was a past president of the Florida ACDIS regional chapter and is a featured writer for *ACDIS Blog*.

BOOT CAMP GRADUATES ARE SAYING ...

"Outstanding knowledge base! Wish I could take Lynne to my facility to work! Many thanks to the instructor for incorporating humor into a packed 4 day course! Always remained professional and available for questions. I would absolutely recommend this course to others but would also advise to come/attend after 8-12 weeks of experience in their own facility so they know where to place their focus."

—Linda Pomroy, RN, Documentation Specialist, Boston Medical Center, Boston, MA

"The CDI boot camp exceeded my expectations! Lynne tied all the loose ends. I had questions regarding DRGs, queries, etc. I had never felt comfortable using the DRG Expert, but after she explained each body system, I now have a much clearer understanding and will be able to use it more confidently! Lynne presents information very clearly and makes it very interesting!"

—Virginia Wilson, Clinical Documentation Nurse, Brooklyn Hospital Center, Brooklyn, NY

"I wanted to learn the importance behind and the reasoning behind why we are expected to do this and needed to take it back to my team of doctors. Lynne Spryszak [is an] excellent teacher. Very patient, very well informed! Taught me what I needed to know and more. I know my documentation is going to improve 150% and so will my team's. Very informative! I suggest that every physician advisor attend this course."

—Bhurathi Thuraisamy, Physician, Medical Director, Arnot Ogden Medical Center, Horseheads, NY

"Sylvia was excellent. I appreciate her sense of humor. It made what could be boring, interesting. Excellent presentation."

—Donna Schipper, Director of HIM, Community Hospital, McCook, NE



Association of Clinical Documentation Improvement Specialists

75 Sylvan Street
Suite A-101
Danvers, MA 01923

COURSE REGISTRATION FORM

Please mail or fax the completed form to:

HCPro, Inc.
P.O. Box 3049
Peabody, MA 01961-3049
Phone: 800/780-0584
Fax: 800/738-1553

Registration Rates:

- \$1,149 ACDIS Member Rate
- \$1,299 Standard Rate
- \$1,299 Online Course
- \$129 For ACDIS Membership

ACDIS Members Save \$150 off the registration fee.

Course Location	
Course Dates	
Name	Nickname
Organization	
Title	
Address	
City	ZIP
State	Fax
Phone	
E-mail Address	
PAYMENT TYPE	
<input type="checkbox"/> A check for my course fee is enclosed (made payable to HCPro, Inc.) <input type="checkbox"/> Charge my course fee to (circle one): <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Discover	
Name on Card	Signature
Cardholder Street Address	ZIP
Card Number	Exp. Date

Upon receipt of this form and your course fee, we will send confirmation of your registration, including hotel information and information about any manuals/texts required for class (this information is also available on our Website at www.hcprobootcamps.com).

MTT00158

2011|12

Winter Classes

HCPro Clinical Documentation Improvement Boot CampSM

Build the CDI skills for program and professional excellence

Las Vegas, NV	November 14-17, 2011
San Antonio, TX	January 23-26, 2012
Orlando, FL	February 6-9, 2012
Scottsdale, AZ	March 5-8, 2012
Atlanta, GA	April 23-26, 2012

ACDIS MEMBERS SAVE \$150.
VISIT www.hcprobootcamps.com or CALL 800/780-0584.

Build the skills needed for CDI program excellence

Developed for new clinical documentation improvement (CDI) specialists or CDI specialists in need of formalized training, the **Clinical Documentation Improvement Boot Camp®** is a four-day educational experience that focuses on with an emphasis on hands-on skills development.

The **CDI Boot Camp®** will benefit those new to or transitioning into the CDI profession, those with established CDI programs, those that need a refresher on the basics, and professionals preparing for the CCDS exam.

The **CDI Boot Camp®** will help you:

- Implement a step-by-step process for thorough medical record review, including assessing undocumented diagnoses based on clinical indicators
- Understand the relationship between ICD-9 CM diagnosis and procedure coding, DRG assignment, and the documentation improvement process
- Build ICD-9-CM coding and DRG assignment knowledge
- Recognize clinical indicators for problematic diagnoses such as congestive heart failure, sepsis, renal failure, and encephalopathy
- Demonstrate effective verbal and written physician query techniques
- Teach physicians the value of improved documentation and the impact on individual profiles and E/M payments
- Understand the impact of compliance initiatives, including the Recovery Audit Contractor program, on CDI programs
- Identify the key metrics for determining the progress of a CDI program, individual CDI specialists, and participating physicians

Clinical Documentation Improvement Boot Camp®—
See the HCPro difference for yourself.

Custom-designed course materials: All course materials are custom-developed specifically for this intensive learning format.

Hands-On: Coursework includes practical exercises designed to reinforce the concepts learned in class. Students receive answer keys that provide the rationale for documentation and coding situations.

Small Class Size: We limit the number of course participants in order to provide individual instruction as needed to participants.

Well-Established Program: Backed by the **Association of Clinical Documentation Improvement Specialists**, this Boot Camp provides the same great education you've come to rely on.

COURSE AGENDA

DAY ONE

Overview of Clinical Documentation Improvement (CDI)

- What is CDI?
- Who is the clinical documentation specialist (CDS)?
- What is the role of the CDS?

Inpatient Prospective Payment System and MS-DRGs

- Overview of the Medicare system
 - Key terminology
- What is an MS-DRG?
- How is the DRG assigned?
 - Principal diagnosis
 - Complications/comorbidities (CCs) & major CCs
 - Principal procedure
- Case-mix index (CMI)
 - Relative weight
 - Blended rate
 - How is CMI calculated?
 - Why does CMI matter?

Getting to Know DRG Expert, Official ICD-9-CM Coding Guidelines, and Coding Clinic

- Major Diagnostic Categories (MDC)
- Medical v. surgical DRGs
- ICD-9-CM codes
- Alpha and numeric indexes
- Selection of principal diagnosis
- Reporting of secondary diagnoses
- Present on admission/hospital-acquired conditions
- Whose documentation counts?
- Sample exercises

Focused Physiology/Pharmacology/Disease Processes Infectious Diseases (MDC 18)

- Clinical signs and symptoms
 - SIRS/sepsis/severe sepsis/septic shock
 - Postoperative and posttraumatic infections
 - Fever of unknown origin
- Coding Clinic guidelines
- Clinical case scenarios

DAY TWO

Diseases of the Respiratory System (MDC 4)

- Clinical signs and symptoms
 - COPD
 - Simple pneumonia v. "complex pneumonia"
 - Aspiration pneumonia
 - Respiratory failure
 - Mechanical ventilators
- Coding Clinic guidelines
- Clinical case scenarios

Diseases of the Cardiovascular System (MDC 5)

- Clinical signs and symptoms
 - Chest pain/angina/CAD
 - Congestive heart failure
 - Acute myocardial infarction
 - Cardiac catheterizations
 - PTCA and other cardiac procedures

Diseases of the Cardiovascular System (MDC 5) (cont.)

- Coding Clinic guidelines
- Clinical case scenarios

Diseases of the Digestive and Hepatobiliary System (MDCs 6, 7)

- Clinical signs and symptoms
- Major esophageal disorders
- Neoplasms
- Esophagitis, gastritis
- GI bleeds
- Blood loss anemia
- Cirrhosis and hepatitis
- Coding Clinic guidelines
- Clinical case scenarios

Diseases of the Urinary System (MDC 11)

- Clinical signs and symptoms
 - Acute renal failure/acute kidney injury
 - Chronic kidney disease
 - Urosepsis vs. UTI
 - UTI and sepsis/SIRS related to indwelling catheter
 - Diabetic renal manifestations
 - Admission for dialysis
- Coding Clinic guidelines
- Clinical case scenarios

DAY THREE

Diseases of the Endocrine System and Nutritional Disorders (MDC 10)

- Clinical signs and symptoms
 - DM Type I and II
 - Complications of DM
 - Dehydration and malnutrition
 - Electrolyte imbalances
 - Common CCs in this MDC
 - Endocrine dx
- Coding Clinic guidelines
- Clinical case scenarios

Diseases of the Neuro System (MDC 1)

- Clinical signs and symptoms
 - TIA v. CVA
 - Seizures vs. epilepsy
 - Diabetic manifestations
 - Carotid artery procedures
- Coding Clinic guidelines
- Clinical case scenarios

Diseases of the Skin (MDC 9)

- Clinical signs and symptoms
 - Pressure ulcers
 - Excisional debridements
- Coding Clinic guidelines
- Clinical case scenarios

Other Diseases

- Clinical signs and symptoms
 - HIV disease
 - Obesity and BMI
 - Anemias
 - Injuries and poisonings
 - Multiple significant trauma
 - Myeloproliferative diseases and neoplasms
 - Symptoms
- Coding Clinic guidelines
- Clinical case scenarios

DAY FOUR

Developing Communication Skills with Physicians/Ancillary Staff

- Teaching physicians "what's in it for them"
- CDI and its effect on physician profiles and E/M payments

Reviewing the Medical Record

- Reviewing the medical record
- Finding clinical support for queries
- Developing a system for thorough review
 - Frequency of review
 - Emergency room notes
 - Progress notes/operative reports/dictation
 - Nonphysician/ancillary documentation

Constructing Physician Queries

- What is a query?
- AHIMA guidelines
- Written v. verbal query processes
- Concurrent v. retrospective queries
- Present on admission queries
- Use of standardized query templates and clinical indicators
- How to track query response

Measuring the Success of a CDI Program

- What to measure—analysis and objectives
- CMI v. performance
- Severity of illness/risk of mortality
- Performance tracking and trending by
 - Program
 - Physician
 - Hospital department
 - CDI specialist

Professionalism, Ethics, and Compliance

- RAC program
 - Integrating CDI with RAC defense
 - Denials and CDI response
- OIG audits
 - Case examples and questions
- CDI program compliance

*Agenda subject to change

REGISTER TODAY

VISIT www.hcprobootcamps.com
or CALL 800/750-0584.

COMMON QUESTIONS

Are continuing education credits provided?

YES. Visit us at www.hcprobootcamps.com for complete information about continuing education credits.

The CDI Boot Camp includes CE credits from the following organizations and more:

- American Academy of Professional Coders (AAPC)
- American Nurses Credentialing Center (ANCC-Nursing CE)
- Commission for Case Manager Certification (CCMC)
- ACCME Continuing Medical Education (CME)
- ACDIS (CCDS)

Are there any required materials?

Participants must bring a copy of the current year **DRG Expert**, available from HCPro.

Who should attend?

- CDI specialists
- CDI managers/directors
- Coding compliance directors/managers
- HIM directors
- Coding compliance specialists
- DRG coordinators
- Inpatient coders
- Coding managers/supervisors
- Case management directors/managers
- Revenue cycle directors
- Physician champions/advisors to CDI
- Quality improvement professionals

HCPro
Clinical Documentation Improvement Boot Camp™

ADDITIONAL SERVICES AVAILABLE

NEED TO TRAIN A GROUP?

Bring the **CDI Boot Camp®** to your facility! In addition to our open registration classes, we also offer the **CDI Boot Camp®** as an on-site program (with a substantial discount) for organizations that have a number of employees who need training. To explore the possibility of hosting a **CDI Boot Camp®** or to discuss other training programs, call 877/240-6586 or e-mail bootcamps@hcpro.com.

ADDITIONAL BOOT CAMPS OFFERED BY HCPro:

Physician Queries Boot Camp™
HCPro ICD-10 Basics Boot Camp™
CDI Boot Camp®—Online

CDI Boot Camp® Online

Can't take a week away from work to train?

Get the same training without the expense of travel! Take the course online in two weeks from your home or office. Using a combination of online lecture, interactive course work, practical exercises, and instructor conference calls, this intensive two-week course provides a comprehensive introduction to clinical documentation improvement. Online classes are scheduled every month and the dates are available at the website. It's the same class at the same price as the open registration class. Visit www.hcprobootcamps.com for details.



BECOME A MEMBER!

The Association of Clinical Documentation Improvement Specialists (ACDIS) is a membership association created especially for CDI professionals to bring together people of various backgrounds into one forum. Members share the latest tested tips, tools, and strategies to implement successful CDI programs and achieve professional growth.

To join or learn more, visit www.cdiasociation.com or call 800/780-0584.

Demonstrate professional excellence with CCDS certification

ACDIS now offers a new certification for CDI specialists, the **Certified Clinical Documentation Specialist (CCDS)**. To learn about prerequisites or to apply, please visit the **ACDIS** website at www.cdiasociation.com/certification.

ACDIS members save \$150 off the registration fee. Call 877/240-6586 to receive your special discount rate or sign up for membership today!

You'll also receive supplemental materials, including sample query forms and policies you can take back to your facility and use right away.