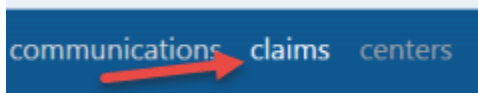


Convert ICD-9 Codes to ICD-10

The following documentation will guide you through converting your existing ICD-9 Codes to ICD-10 in TIMS. We recommend for you to review any current ICD-9 codes in your setup, & inactivate any unused or unnecessary codes.

*This process will not automatically inactivate any current codes, it will only add to the existing list

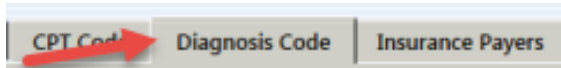
Go to the Claims link in TIMS:



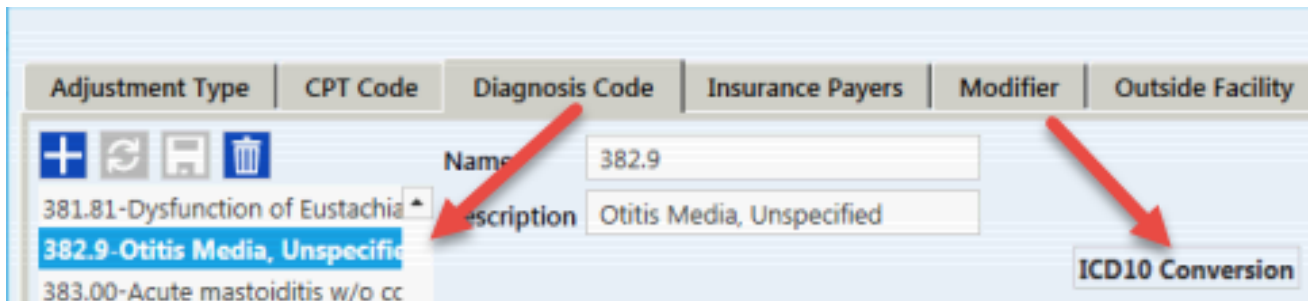
Below that, click on Setup:



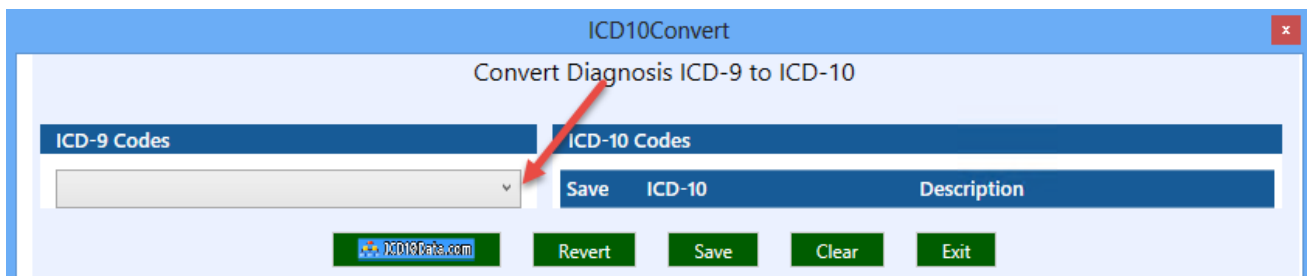
Click on the Diagnosis Code tab:



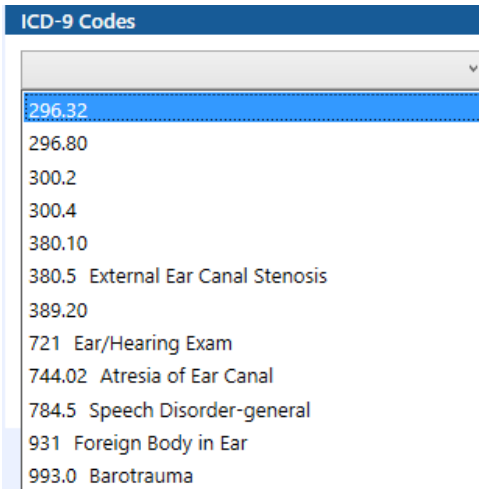
Select any Diagnosis Code and click the ICD10 Conversion button:



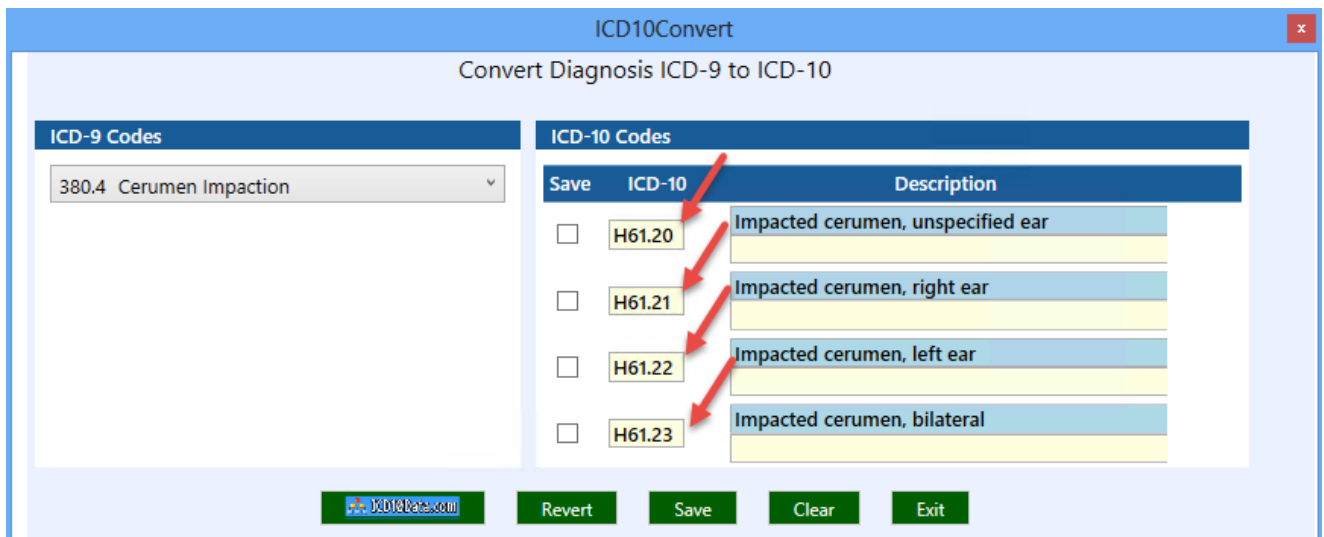
On the window shown below, you will click the arrow on the ICD-9 Codes drop down field:



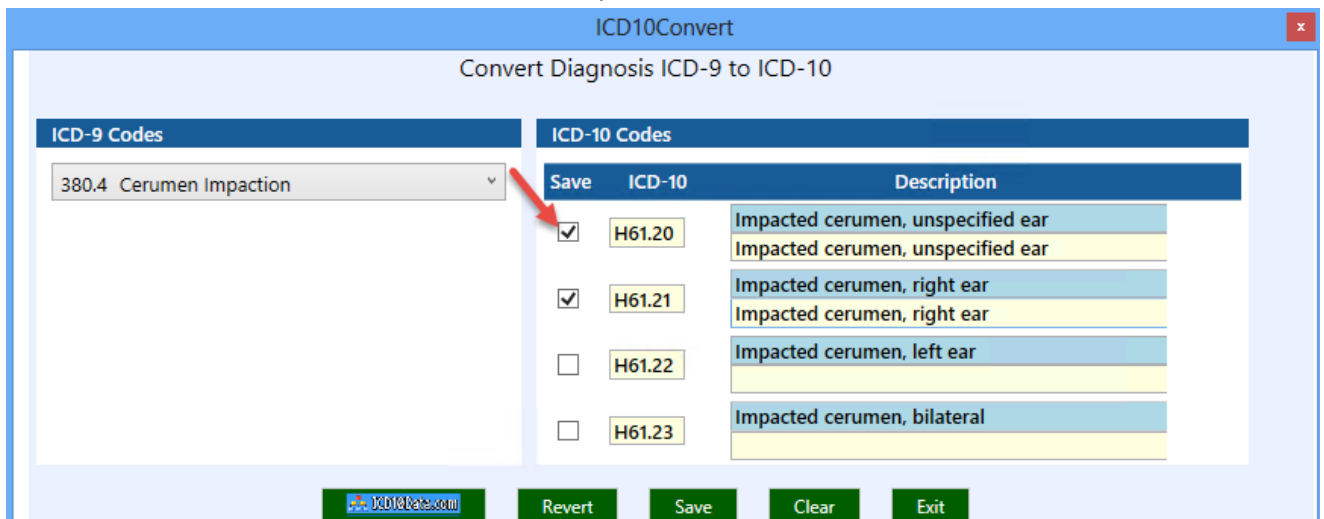
This will show the list of current active ICD-9 Codes from the TIMS database:



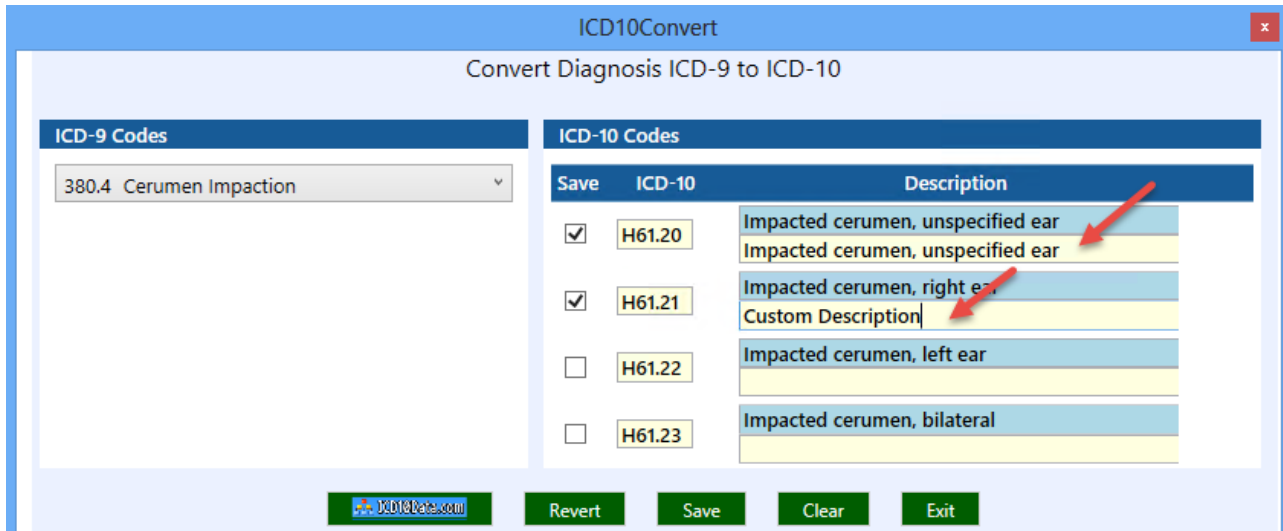
As you click on a code, valid ICD-10 codes will be displayed on the right hand side:



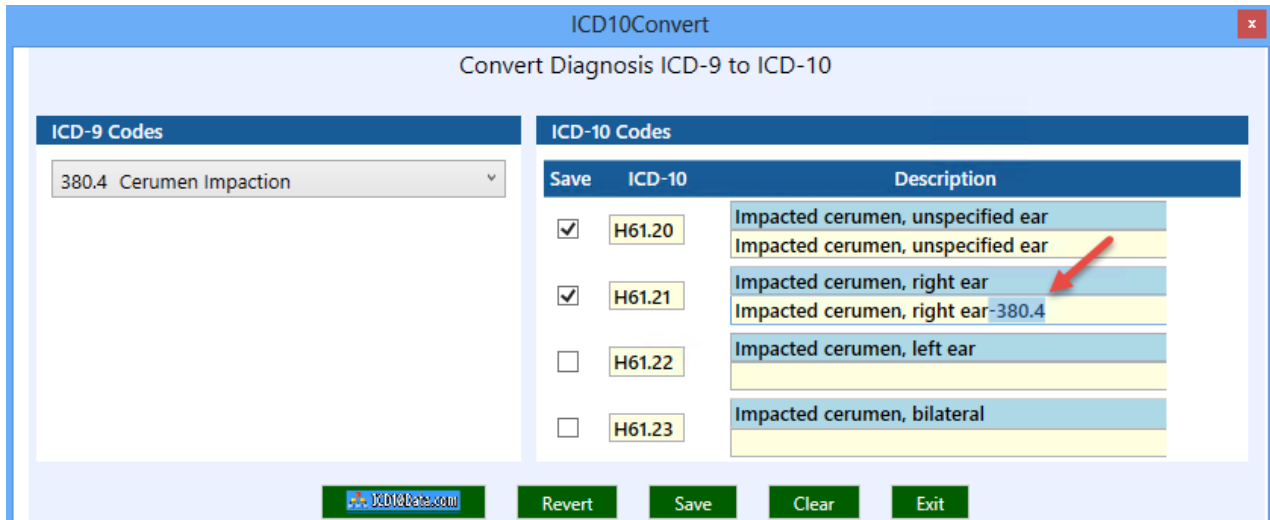
Click the Save checkbox on the ICD-10 codes that you want to save into TIMS:



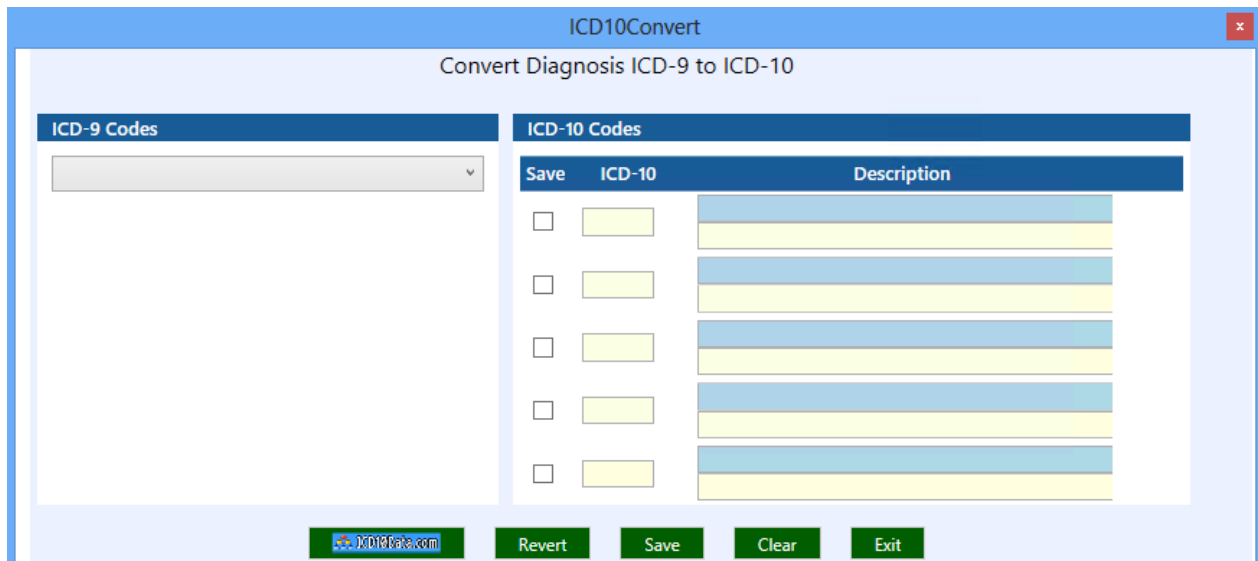
The description that will be used in TIMS will be from the second description line. If you double click into the second field, it will auto-populate with the given description, or one can manually enter a custom description:



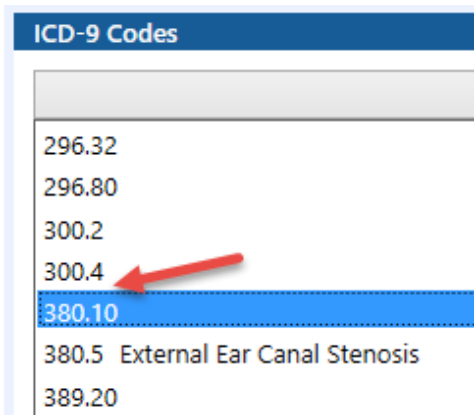
Tip: You may choose to enter the ICD-9 Code that corresponds to the ICD-10 Code(s) in the description:



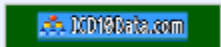
Once you click Save, the screen clears, allowing you to proceed to your next code in the drop down list:



As you convert an ICD-9 code, it disappears from the drop down list, but will not inactivate the code in TIMS. In the example, notice that 380.4 has been removed:



If a code is selected that contains no ICD-10 match, click on the ICD10data.com button, & it will take you to a website that will assist you in finding an appropriate match. You can then enter that information manually into TIMS.



For assistance, please contact TIMS Audiology Support at 800-763-0308.

Keep Up to Date on ICD-10

Visit the CMS [ICD-10 website](#) for the latest news and resources to help you prepare.