

Working with Procedure Codes

Objectives

In this chapter, you will:

- Define the purpose of Procedure Master Translators (formerly known as ChargeMasters)
- Illustrate the importance of mapping procedure codes to modality and body regions.
- Create a sample Procedure Master Translator
- Demonstrate importing a Procedure Master Translator
- Demonstrate making changes to your imported Procedure Master Translator

Introduction to Procedure Master Translators

In this chapter we will examine what Procedure Master Translators (formerly known as ChargeMasters) are used for in *PowerScribe 360 | Reporting*, as well as the diagnostic coding options available within the system, including ICD-9 and ICD-10.

Your *PowerScribe 360 | Reporting* system uses imported procedure codes, along with modality and anatomy (also referred to as *body region*) mapping information in many areas. For example:

- In the **AutoText Categories** dialog box, where you assign procedure codes to an AutoText entry, you search for procedure codes by modality and anatomy. The mapped data causes the codes to appear correctly in the **Procedures** list for the data you choose here.
- Browse functions when logged into the client. Categories include Modality, Body Region and Sections (which are your modalities in the system).
- You can create Worklists to pull specific search criteria including: modality, body region, and or specific procedure codes. For example, a worklist could include a request to “show me all CT scans of the brain.”
- When you set up peer review (purchasable option), you select the modalities and intervals for the peer review process. The code and mapping data causes the modalities to appear correctly in the list.
- When you create custom fields, you need to associate the fields with the appropriate procedure codes where applicable. In the **Procedure Code** selection dialog box, the correct display of codes, modalities, and anatomies depends on the procedure code data you imported and mapped.



Note: Your organization is responsible for ensuring that the modalities and anatomies are mapped correctly in *PowerScribe 360 | Reporting*.

About the PowerScribe 360 | Reporting Database

When your system is installed, modalities and anatomies (pre-determined by Nuance) already exist in the database. If the pre-determined modalities are not what you are currently using, you can use Sections to accurately depict what your organization uses for modalities. The Nuance modalities will always be used to determine AutoText mappings and peer review mappings. You can, however, use sections in worklists or to run a query.

For your procedure code, you can map more than one Nuance modality or Nuance anatomy. For example, for your procedure code ABC123, you can categorize abdomen and pelvis as the body regions, and CT and CTA as the modalities.

Using Procedure Master Translators to Maintain Your Database

You can provide either of the following two options to your Nuance representative for your Procedure Master Translator.

Option 1

If you are accustomed to maintaining a typical Procedure Master Translator in which clinical codes are used as the translator between your procedure codes and the database's modalities and anatomies, your Procedure Master Translator will include the following columns (the first three columns typically come from the billing system or RIS/HIS):

- **Procedure code:** The code that drives your order.
- **Procedure code description:** The description that is listed on the order for the procedure code.
- **Modality:** Can be a copy of the **Section** column (see below).
- **Section:** The modality that your facility recognizes. For example, the *PowerScribe 360 | Reporting* system uses **Radiography** for x-rays; your system might use **CR**.
- **Anatomy:** We need this information from your system. In case the conversion does not have a direct match, this assists with ensuring the match.
- **CPT Code:** The clinical codes that might already be used in your billing system. If possible, retrieve an export of those codes.
- **Mammo:** Place a **YES** or **NO** in this field.

	A	B	C	D	E	F	G
1	Procedure code	Procedure code description	Modality	Section	Anatomy	CPT Code	Mammo
2	BMA44860617	DUCTOGRAM RT SINGLE DUCT	Mammo	Mammo	Breast	77053	YES
3	ABD/PELWO	ABD / PELVIS W/O	CT	CT	Abdomen & Pelvis	74176	NO
4	ABDOMENWO	ABDOMEN W/O	CT	CT	Abdomen	74150	NO
5	ANC	CTA CEREBRAL	CT	CT	Head	70496	NO
6	ANLE	CTA LOWER EXTREMITY	CT	CT	Lower Extremity	73706	NO
7	Brain W/O	HEAD / BRAIN W/O	CT	CT	Head	70450	NO
8	CERVICSPWO	CERVICAL SPINE W/O	CT	CT	Cervical Spine	72125	NO
9	CHESTW/O	CHEST W/O CONTRAST	CT	CT	Chest	71250	NO
10	CTA CHEST	CTA CHEST	CT	CT	Chest	71275	NO
11	CTACORONAR	CTA HEART W/CON CORONARY ART	CT	CT	Chest	75574	NO
12	CTAHEART	CTA HEART WO CON CALCIUM SCORE	CT	CT	Chest	75571	NO
13	CTAHEARTW	CTA HEART WC CALCIUM SCORING	CT	CT	Chest	75572	NO
14	CTALOWEXT	CTA LOWER EXT RUNOFF BIL	CT	CT	Lower Extremity	75635	NO
15	CTANECKW	CTA OF NECK/CAROTIDS WITH	CT	CT	Neck	70498	NO



Note: Once you have created the spreadsheet, email it to diagnosticproservices@nuance.com. An Optimization Consultant will work with you to ensure that your Procedure Master Translator is ready for importing.

To create the Procedure Master Translator, begin by exporting the procedure codes from your own billing or RIS system. Refer to your RIS system's documentation for information on how to export the codes. Be sure to export them in the form of an Excel spreadsheet (.xls format). The columns in the spreadsheet can be in any order from left to right. You do not need to include a row of column headings, but these are helpful. Any empty rows will be ignored; you do not need to delete them.

The following illustration shows an example of an Excel spreadsheet containing the data exported from a RIS system:

	A	B	C	D	E
1	PROCEDURE DESCRIPTION	PROCEDURE CODE	SECTION	CLINICAL CODE	MAMMO
696	MRI HIP BILAT WITH AND WITHOUT CONTRAST*	3400152	MR	73721NU2	
697	MRI BRAIN ORBITS WO CONTRAST	3400148	MR	70551,70540	
698	MRI BRAIN ORBITS W WO CONTRAST	3400149	MR	70551,70540	
699	MRI BRAIN ORBITS W CONTRAST	3400147	MR	70551,70540	
700	MRI BRAIN IAC WO CONTRAST	3400122	MR	70551,70540	
701	MRI BRAIN IAC W CONTRAST	3400105	MR	70551,70540	
702	MRI BREAST BILAT W WO	3400106	MR	77059	yes
703	MRI BREAST RT W WO	3400101	MR	77058	yes
704	MRI BREAST LT W WO	3400100	MR	77058	yes
705	MRI 3D RECONSTRUCTION	3400071	MR	76377	
706	MRI ABDOMEN W WO CONTRAST	3400098	MR	74183	
707	MRI ABDOMEN W CONTRAST	3400081	MR	74182	
708	MRI MRCP MRI ABDOMEN WO CONTRAST	3400141	MR	74181	
709	MRI ABDOMEN WO CONTRAST	3400080	MR	74181	
710	MRI KNEE RT W WO CONTRAST	3400068	MR	73723	
711	MRI KNEE LT W WO CONTRAST	3400069	MR	73723	
712	MRI HIP RT W WO CONTRAST	3400066	MR	73723	

The **MAMMO** column is an optional fifth column if you intend to use the database's built-in BI-RADS codes.



Note: If you have multiple clinical codes for one line item, place them in the same cell, using a comma to separate them.

Option 2

If you will be creating a Procedure Master Translator from scratch, your Procedure Master Translator will be a mapping of your procedure codes directly to modality and anatomy categories within the database. Your Procedure Master Translator will include the following columns:

- **Procedure Code**
- **Procedure Description**
- **Section**
- **Modality** (select from the modality category list provided by Nuance)
- **Anatomy** (select from the body region category list provided by Nuance)



Note: If the modalities or anatomies are different from what is displayed in the Nuance-provided list, your Procedure Master Translator will fail to import properly.

	A	B	C	D	E
1	Procedure Code	Procedure Description	Section	Modality	Anatomy
2	ABD1	HU ABDOMEN KUB	CR	Radiography	Abdomen
3576	WBISP	NM I131 SPECT	NM	Nuclear Medicine	Other
3577	YAABOC	RM IR ARTERIOGRAM ASSOC BALLOON OCCLUSION	XA	Angiography	Vessels
3578	YAAEMB	RM IR ARTERIOGRAM ASSOC EMBOLIZATION	XA	Angiography	Vessels
3579	YAAPTA	RM IR ARTERIOGRAM ASSOC PTA STENT	XA	Angiography	Vessels
3580	YAARCH	RM IR ARTERIOGRAM ARCH	XA	Angiography	Vessels
3581	YAATHR	RM IR ARTERIOGRAM ASSOC THROMBOLYSIS	XA	Angiography	Vessels

In this scenario, a procedure code, a procedure description, and a section are present. However, you must identify a modality and anatomy for each procedure code based on the *PowerScribe 360 | Reporting* database. Select appropriate modalities and anatomies from the category lists provided by Nuance.



Note: If you have multiple anatomies and modalities for one line item, place them in the same cell, using a comma to separate them.

Additional Information for Both Options

You can include the following information (by creating additional columns in your Procedure Master Translator) whether you used either Option 1 or Option 2:

- Relative Value Units (RVUs)

Assign RVUs

You have the option of assigning professional, technical and global RVUs to each of your procedure codes for display in the radiologist's dashboard.

To assign RVUs:

- Add the columns **Prof RVU**, **Tech RVU** and **Glob RVU** to your Procedure Master Translator. Each value must be a decimal number with up to 3 places to the left and two places to the right of the decimal point.



Note: Providers can see the quota values in the client application dashboard (if a quota is set in the administrator preferences).

Importing the Procedure Master Translator

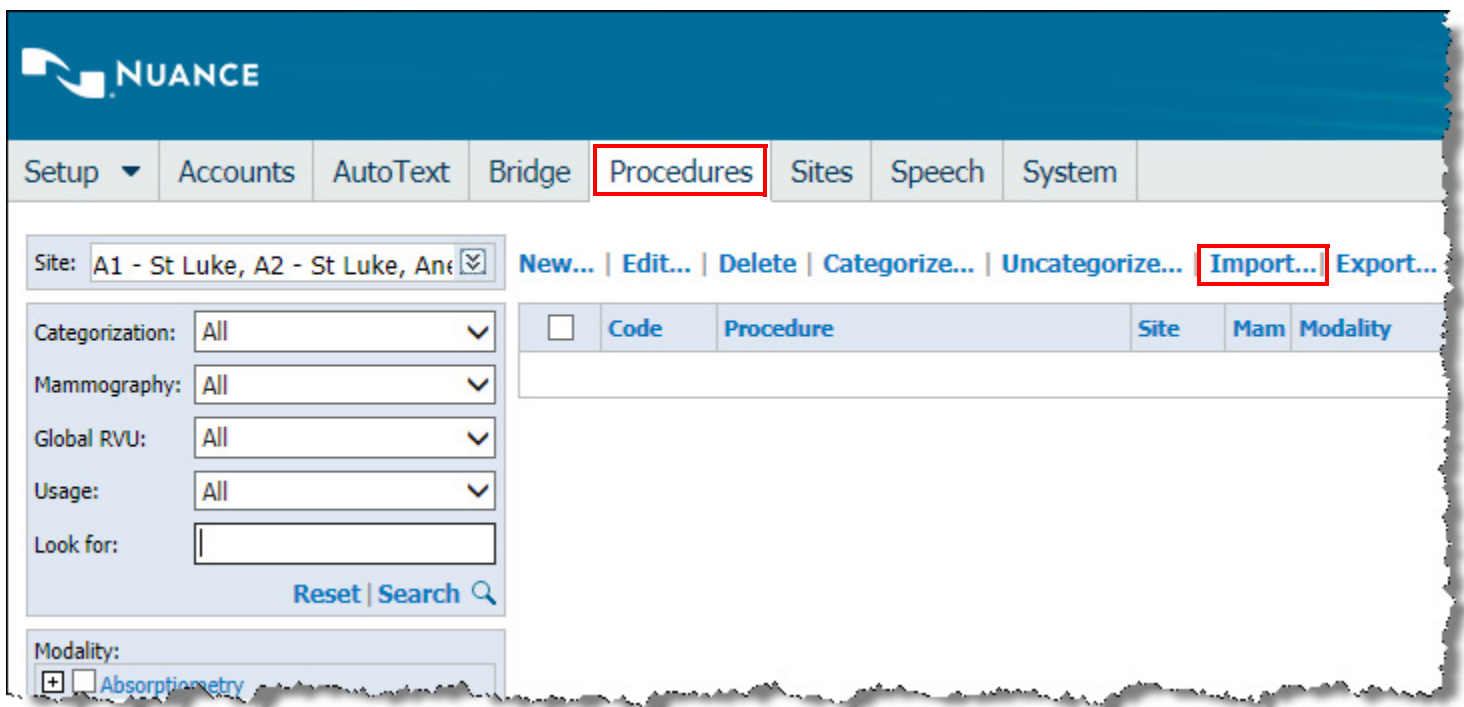
After creating your Procedure Master Translator, your Nuance Optimization Consultant must approve it and then guide you through the importing process. Schedule an appointment with your Nuance Optimization Consultant to perform these two tasks.

Please do not import your initial Procedure Master Translator on your own. Your project manager will set up a call to work directly with a Nuance Optimization Consultant to ensure that the Procedure Master Translator is imported accurately.

The following directions are provided so that you understand the import process, especially for future importing of updated or new procedure codes.

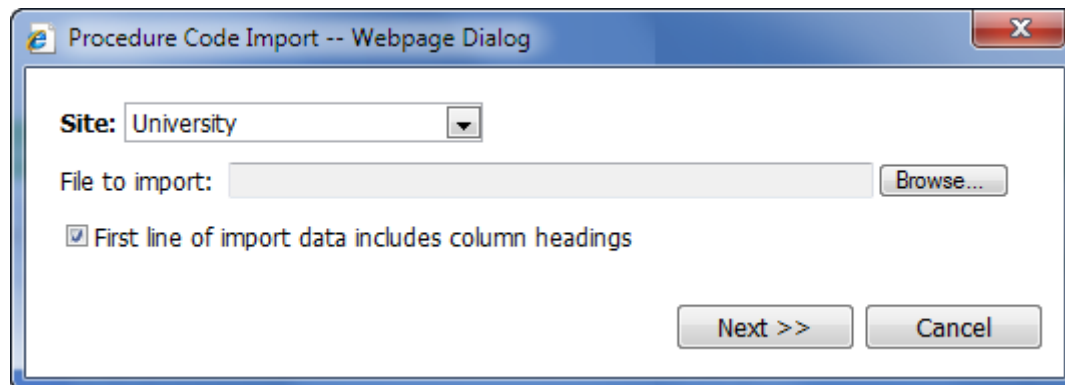
To import a Procedure Master Translator:

1. In the **Setup** group, click the **Procedures** tab.




2. Click the **Import** link. The **Procedure Code Import** dialog box opens.
3. Select the appropriate site from the **Site** drop-down list.

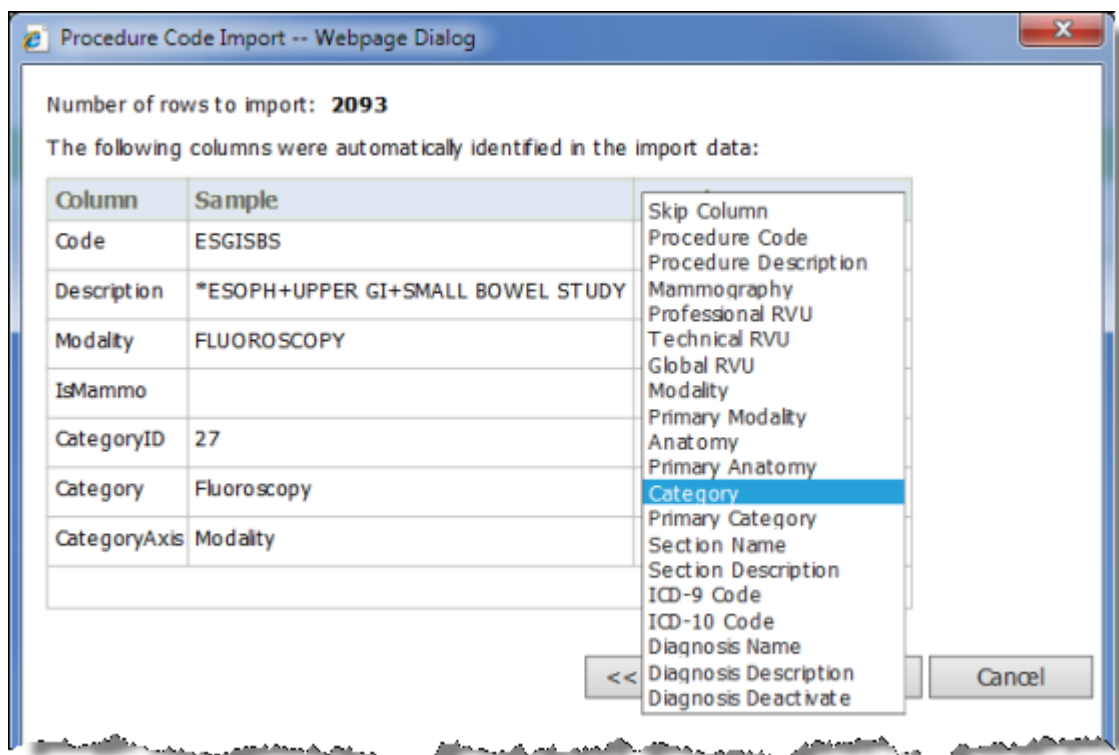
- Click **Browse**. Navigate to and select the Procedure Master Translator file you want to import, and click **Open**. The path and file name appear in the **File to import** text box.



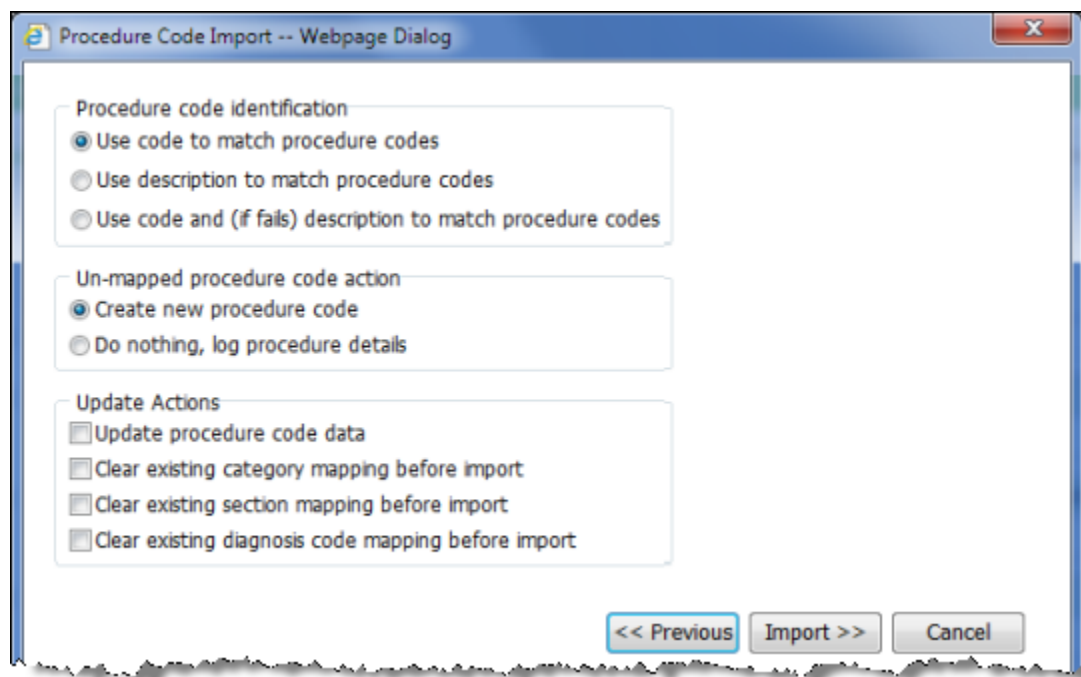
- If your Procedure Master Translator file contains a heading row with column names, select the **First line of import data includes column headings** check box.
- Click **Next** to continue. The dialog box displays:
 - The number of codes the software found in the Excel spreadsheet
 - The name of each column, along with a sample of that column's contents.

 **Note:** If your Procedure Master Translator has a heading row with column names, the software uses these names. Otherwise, it uses the Excel identifier for the column name; for example, **F6**

- A drop-down list where you will indicate how you want the software to map the contents of each column during the import.



7. From each drop-down list in the **Mapping** column, select the name of the *PowerScribe 360 | Reporting* database column to which the software is to map the corresponding Procedure Master Translator column. For any column in your Procedure Master Translator that is *not* to be processed, select **Skip Column**.
8. Click **Next**. This dialog box shows the default options you can use to control how the software handles the procedure codes you are importing.

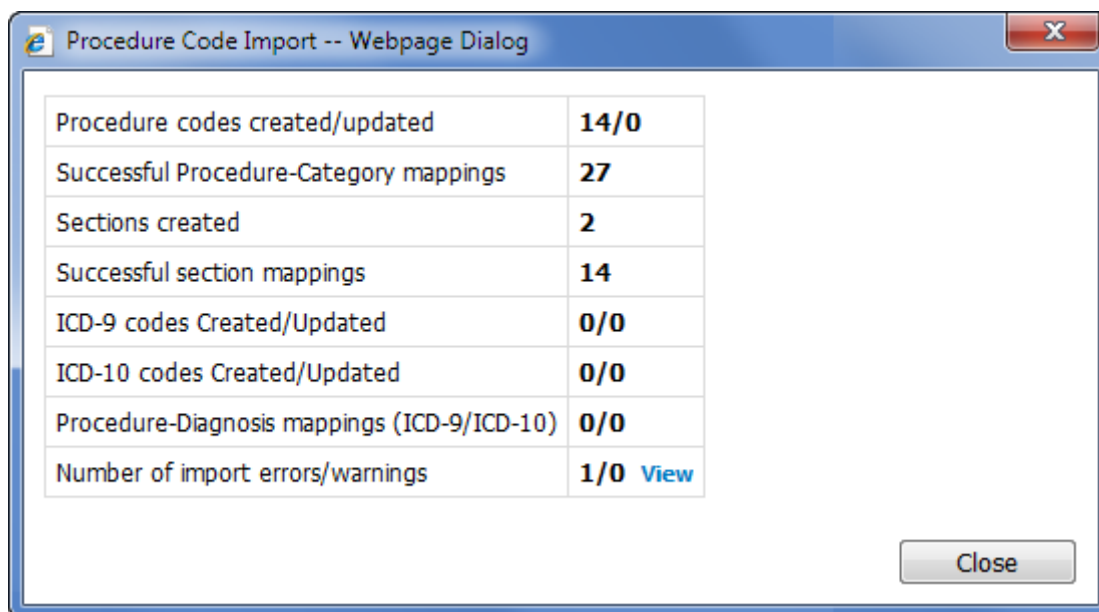


9. In the **Procedure code identification** section, select **Use code to match procedure codes**.
10. In the **Un-mapped procedure code action** section, select **Create new procedure code**.
11. In the **Update Actions** section, do not select any of the options for an initial import of your Procedure Master Translator.

The table below explains the **Update Actions** options.

Update Action	Description
Update procedure code data	Updates only the description. It would not update the code; it would create a new entry.
Clear existing category mapping before import	Category mapping includes both the body region and modality mapping in the Nuance system.
Clear existing section mapping before import	Section mapping is cleared from procedure code to the section.
Clear existing diagnosis code mapping before import	Diagnosis coding mapping would be from procedure code to diagnostic code mapping.

12. Click **Import**. The system imports the data from your Procedure Master Translator into the database. When it has finished, it displays a report like this one:



Procedure codes created/updated	14/0
Successful Procedure-Category mappings	27
Sections created	2
Successful section mappings	14
ICD-9 codes Created/Updated	0/0
ICD-10 codes Created/Updated	0/0
Procedure-Diagnosis mappings (ICD-9/ICD-10)	0/0
Number of import errors/warnings	1/0 View

Close

The **Number of import errors/warnings** appears in the bottom row of the report. Click **View** to see the errors/warnings. *Warnings* are typically duplicate messages, meaning that the code or section was mapped previously, whereas an *error* truly is an error or something did not exist.



Note: If you are unsure about the significance of an error or warning, contact your Nuance representative.

13. Click **Close**.

Using Procedure Master Translators to Add or Modify Codes

In most cases you do not need to add individual procedure codes to your system because they are added automatically as new orders are received through HL7. But if you find a need to do so, or if you have a need to modify procedure codes, there are two methods available to accomplish this:

- Create a new mini-Procedure Master Translator
- Manually manipulate the procedure codes in the system

Method 1: Create a New Mini-Procedure Master Translator

One method for adding and mapping new procedure codes in the database, or modifying procedure codes that have changed since the initial import, is to create a new Procedure Master Translator containing only your new or changed codes (referred to as a *mini* Procedure Master Translator), as shown in the image below.

This mini Procedure Master Translator is then imported into your database.



Note: Once you create this spreadsheet, you must send it to a Nuance representative at diagnosticproservices@nuance.com so that they can convert the clinical codes to modalities and anatomies.



Tip: To avoid requesting a Nuance representative from converting the file, delete the **Clinical Code** column and add two new columns, one for the Nuance **Modality** and one for the Nuance **Anatomy**. (Requires that the modality and anatomy names appear exactly as they do in the Nuance database. Refer to the [Modality and Anatomy Tables](#), beginning on page 607 of this guide for exact naming conventions.)

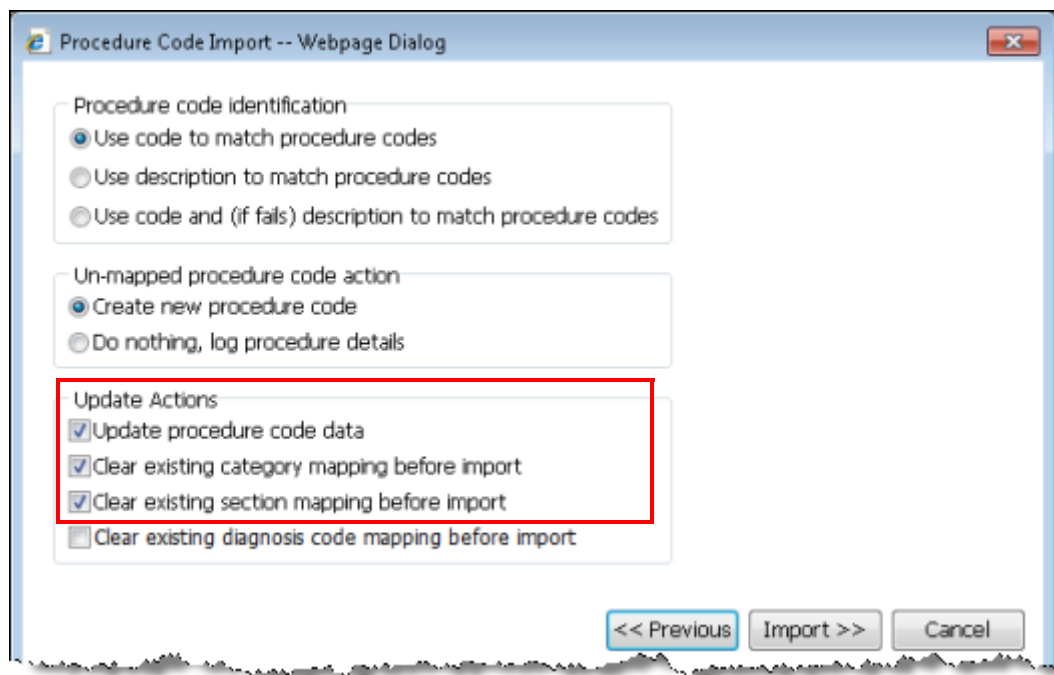
To use a Procedure Master Translator to add or modify codes:

1. Create a new, mini Procedure Master Translator containing only the procedure codes you want to add or change, as in the example below.

	A	B	C	D	E
1	Procedure Code	Procedure Description	Section	Modality	Anatomy
2	ABD1	HU ABDOMEN KUB	CR	Radiography	Abdomen
3576	WBISP	NM I131 SPECT	NM	Nuclear Medicine	Other
3577	YAABOC	RM IR ARTERIOGRAM ASSOC BALLOON OCCLUSION	XA	Angiography	Vessels
3578	YAAEMB	RM IR ARTERIOGRAM ASSOC EMBOLIZATION	XA	Angiography	Vessels
3579	YAAPTA	RM IR ARTERIOGRAM ASSOC PTA STENT	XA	Angiography	Vessels
3580	YAARCH	RM IR ARTERIOGRAM ARCH	XA	Angiography	Vessels
3581	YAATHR	RM IR ARTERIOGRAM ASSOC THROMBOLYSIS	XA	Angiography	Vessels

2. Begin the procedure for importing a Procedure Master Translator beginning on page 177.

3. In the **Update Actions** group box, select the first three **Update** check boxes.



4. Click **Import** to complete the update procedure. The number of updated items is displayed.

Method 2: Manually Manipulate Procedure Codes

Create Procedure Codes

The steps below show the second method for adding or modifying procedure codes:

To create a procedure code:

1. In the **Setup** group, select the **Procedures** tab.
2. Click the **New** link. The **Edit Procedure** dialog box opens.



Note: Both the **Site** and **Code** fields are required (indicated by bold text titles).

Edit Procedure [x]

Create a new Procedure

Site: Select

Code:

Description:

Mammography: ☒

Professional Work RVU:

Technical Work RVU:

Global Work RVU:

Save Cancel

3. Select the appropriate site from the **Site** drop-down list.
4. In the **Code** field, enter the new procedure code.
5. Fill in the information for the remaining fields (Description, Mammography check box, and RVU information) if any are required for this site.
6. When finished, click **Save**.

Edit Procedure Codes

If there are changes to one of your facility's procedure codes, or to a small number of them, you can edit the codes manually in the *PowerScribe 360 | Reporting* Administrator Portal rather than importing a Procedure Master Translator. For example, you might need to change the description associated with a single code.

To edit a procedure code:

1. In the **Setup** group, select the **Procedures** tab.

The screenshot shows the PowerScribe 360 | Reporting Administrator Portal interface. The top navigation bar includes tabs for Setup, Accounts, AutoText, Bridge, Procedures (highlighted), Sites, Speech, and System. Below the navigation bar, there are several filter options on the left: Site (A1 - St Luke, A2 - St Luke, An), Categorization (All), Mammography (All), Global RVU (All), Usage (All), and Look for (text input). A Search button is located below these filters. The main area displays a table with columns for Code, Procedure, Site, Mam, and Modality. The table is currently empty.

2. Search for the code you want to edit. To narrow your results, use the search filters in the left portion of the window:
 - **Site:** From this drop-down list, select one or more sites.
 - **Categorization:** Choose **Uncategorized**, **No Modality**, **No Anatomy**, or **All**.
 - **Mammography:** Choose **Set**, **Not Set**, or **All**.
 - **Global RVU:** Choose **Set**, **Not Set**, or **All**.
 - **Usage:** Choose **Never**, **At least once**, or **All**.
 - **Look for:** Type the first few letters of the procedure code, followed by an asterisk * (which acts as a wild card character).



Note: These filters are **additive**, which means that if you select an item from more than one filter, both (or all) of the criteria will be considered, possibly reducing the number of results.

- **Modality and Anatomy lists:** These two areas are separate from the filters mentioned above and have their own **Search** button. Make one or more selections

to locate the procedure you want to edit. As shown in the note above, both these lists are additive as well.

3. Click the **Search** link. The codes that meet your criteria appear in the list.
4. Click the check box to the left of the code that you want to edit.

System: Commisurre Health System [1] Welcome, Tom Hrka

Setup Accounts AutoText Bridge Procedures Sites Speech System Administration Sign out

Site: A1 - St Luke, A2 - St Luke, An [v] New... **Edit...** Delete Categorize... Uncategorize... Import... Export...

Categorization: All
 Mammography: All
 Global RVU: All
 Usage: At least once
 Look for:
 Reset Search

<input type="checkbox"/>	Code	Procedure	Site	Mam	Modality	Anatomy	P.R
<input type="checkbox"/>	00020072220	SACRUM COCCYX	MPLS	<input type="checkbox"/>	CT CT - Guided Biopsy Radiography	<input type="radio"/> Chest Wall <input type="radio"/> Other <input checked="" type="radio"/> Pelvis <input type="radio"/> Upper Extremity	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>
<input type="checkbox"/>	00020073030	SHOULDER COMPL MIN TWO VIEWS	MPLS	<input type="checkbox"/>	CT Radiography	<input type="radio"/> Lower Extremity <input checked="" type="radio"/> Shoulder	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>
<input checked="" type="checkbox"/>	00020073540	HIPS AND PELVIS INFANT/CHILD	MPLS	<input type="checkbox"/>	CT Radiography	<input type="radio"/> Head <input checked="" type="radio"/> Hip <input checked="" type="radio"/> Knee	<input type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/> <input type="radio"/>
<input type="checkbox"/>	00020075982	PERCUT PLACEMENT OF DRAINAGE	MPLS	<input type="checkbox"/>	CT Invasive Radiography	<input type="radio"/> Head <input type="radio"/> Neck <input checked="" type="radio"/> Other	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>

Modality:
☒ Absorptiometry
☐

5. Click the **Edit** link. The **Edit Procedure** dialog box opens.

Edit Procedure [X]

You have selected 1 procedure to edit

Code: 00020073540

Description: HIPS AND PELVIS INFANT/CHILD

Mammography: ☐

Professional Work RVU:

Technical Work RVU:

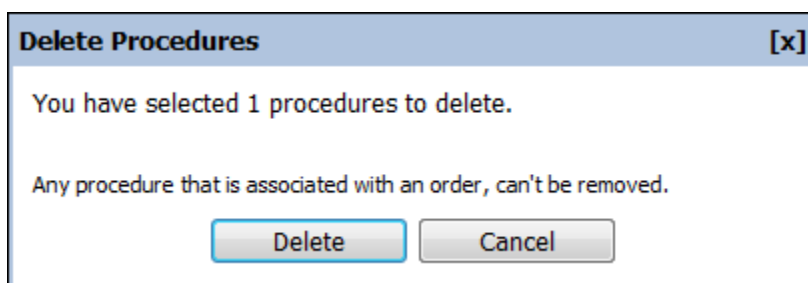
Global Work RVU:

Save Cancel

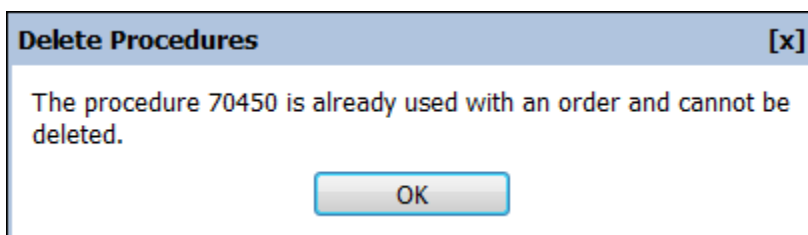
6. Make the necessary changes to the code, description, or both. Select or clear the **Mammography** check box, and add **RVU** information, as applicable. (Note that the **Code** field is the only required field.)
7. Click **Save** to save your changes.

Delete Procedure Codes

1. Search for one or more procedure codes. (Follow steps 1 through 3 shown in [Edit Procedure Codes](#), beginning on page 184.)
2. From the search results list that appears, select the code, or codes, that you want to delete.
3. Click the **Delete** link. The **Delete Procedures** dialog box opens.



4. Click **Delete** to delete the code, or codes. Note that if the procedure code is associated with an order, it cannot be removed.



Categorize and Uncategorize Procedure Codes

If you need to categorize, uncategorize, or re-categorize only a few codes, you can select a code through the *PowerScribe 360 | Reporting* Administrator Portal and categorize it manually.

Categorize Procedure Codes

To categorize procedure codes:

1. Search for one or more procedure codes. (Follow steps 1 through 3 shown in [Edit Procedure Codes](#), beginning on page 184.)
2. From the search results list that appears, select the code, or codes, that you want to categorize.

The screenshot shows the 'Procedures' tab in the PowerScribe 360 | Reporting Administrator Portal. The 'Sites' menu item is highlighted with a red box. Below the navigation bar, there are filters for 'Site', 'Categorization', 'Mammography', 'Global RVU', 'Usage', and 'Look for'. The 'Look for' field contains 'card*'. A 'Search' button is visible. Below the filters is a table of procedure codes with columns: Code, Procedure, Site, Mam, Modality, and Anatomy. The table lists several cardiac procedures, including 'CARDIAC DOPPLER STUDY' and 'CARDIAC BLOOD POOL (MUGA)'. The 'Anatomy' column shows 'Cardiac', 'Uterus', and 'Heart' with red 'X' marks indicating assignments.



Note: Select more than one code to assign the same modality and anatomy to multiple codes.

3. Click the **Categorize** link. The **Anatomy/Modality Assignment to Procedure** dialog box opens.

The screenshot shows the 'Anatomy/Modality Assignment to Procedure' dialog box. It contains the text: 'You have selected 1 procedure to assign Anatomy AND/OR Modality'. Below this text are two dropdown menus: 'Modality: Select' and 'Anatomy: Select'. At the bottom of the dialog are 'Save' and 'Cancel' buttons.

4. Make your selections from the **Modality** and/or **Anatomy** drop-down lists. (These lists are quite extensive; use the scroll bar to move through the entire list.)



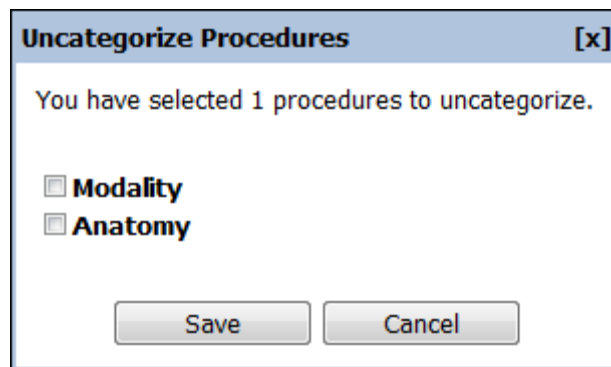
Note: The items in the Modality and Anatomy lists come from the PowerScribe 360 | Reporting system.

5. When finished, click **Save** to save your changes.

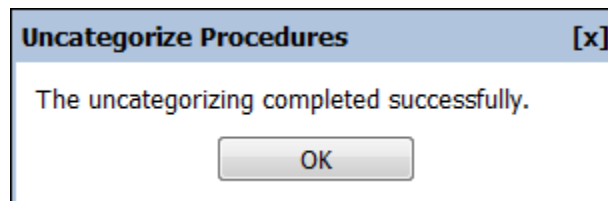
Uncategorize Procedure Codes

To uncategorize a procedure code:

1. Follow the steps shown above to locate the code you want to uncategorize.
2. Select the code and click the **Uncategorize** link. The **Uncategorize Procedures** dialog box opens.



3. Select the **Modality**, **Anatomy**, or both check boxes to uncategorize.
4. When finished, click **Save** to save your changes. A message opens confirming that the uncategorize was successful.



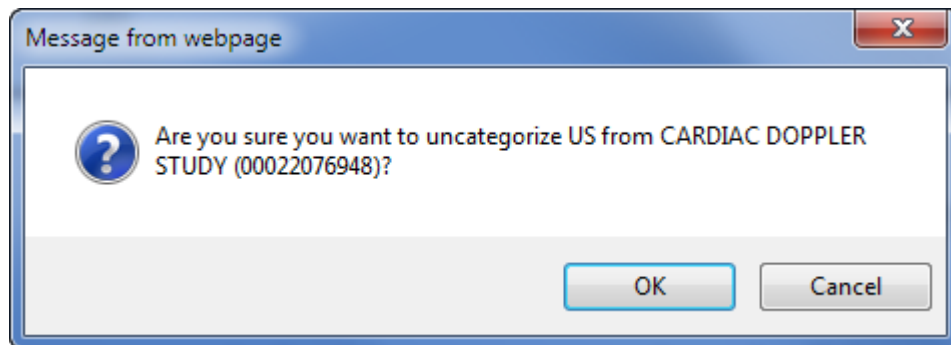
Another way to uncategorize a procedure code:

1. Search for one or more procedure codes. (Follow steps 1 through 3 shown in [Edit Procedure Codes](#), beginning on page 184.)
2. From the search results list that appears, locate the code that you want to uncategorize.
3. Click the red **X** in the **Modality** or **Anatomy** column.

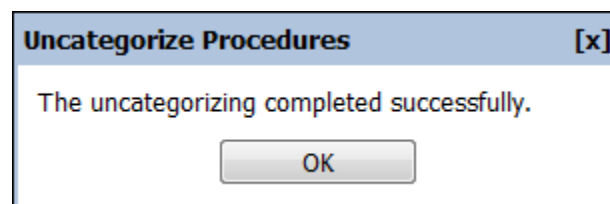
The screenshot shows the Nuance software interface. On the left, there are filters for Site, Categorization, Mammography, Global RVU, Usage, and Look for. The main area displays a table of procedure codes. The first row is highlighted with a red box:

Code	Procedure	Site	Mam	Modality	Anatomy
00022076948	CARDIAC DOPPLER STUDY	MPLS	<input type="checkbox"/>	US	Cardiac
00023093925	CARDIAC DOPPLER STUDY	MPLS	<input type="checkbox"/>	US - Obstretical	Uterus
00026078465	CARDIAC BLOOD POOL (MUGA)	MPLS	<input type="checkbox"/>	NUC - Spect	Heart
00026078478	CARDIAC BLOOD POOL FIRST PASS	MPLS	<input type="checkbox"/>	NUC - Spect	Heart
00040078451	CARDIAC BLOOD POOL FIRST (INT)	MPLS	<input type="checkbox"/>	Nuclear Medicine	Heart
00040078809	CARDIAC STRESS TEST (TREADMILL)	MPLS	<input type="checkbox"/>	Invasive Nuclear Medicine	Heart

4. At the message box that opens, click **OK** to uncategorize the modality or anatomy, depending upon what you selected. The message box describes the action that will be taken if you click **OK**. (See example below.)



5. At the successful uncategorizing message box, click **OK**.

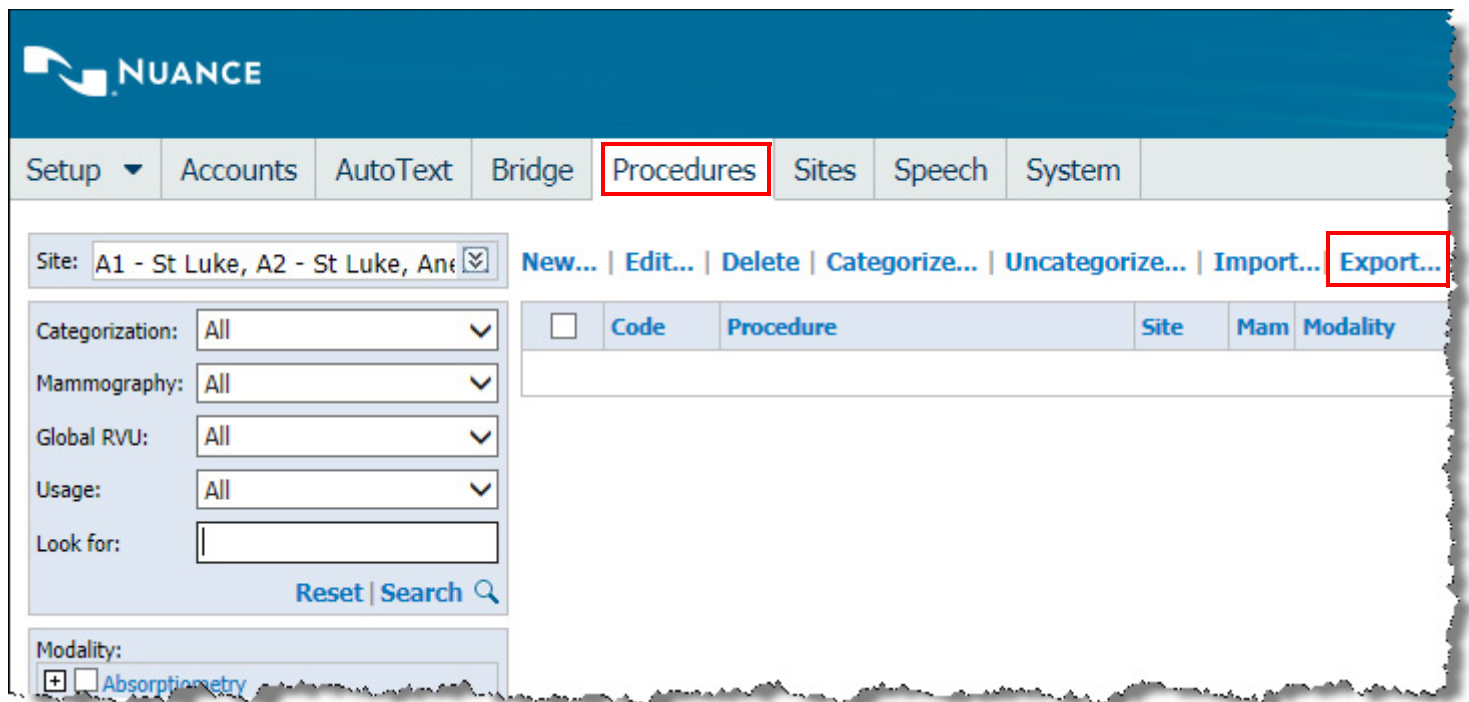


Export Procedure Codes, Diagnosis Codes, Anatomy/Modality, and Section Data

Use the Export link to send a site's procedure code, diagnosis code, anatomy/modality, and section data to an Excel spreadsheet. You can use the spreadsheet to import this information into another site, or just keep it for reference purposes.

To export procedure codes and other data:

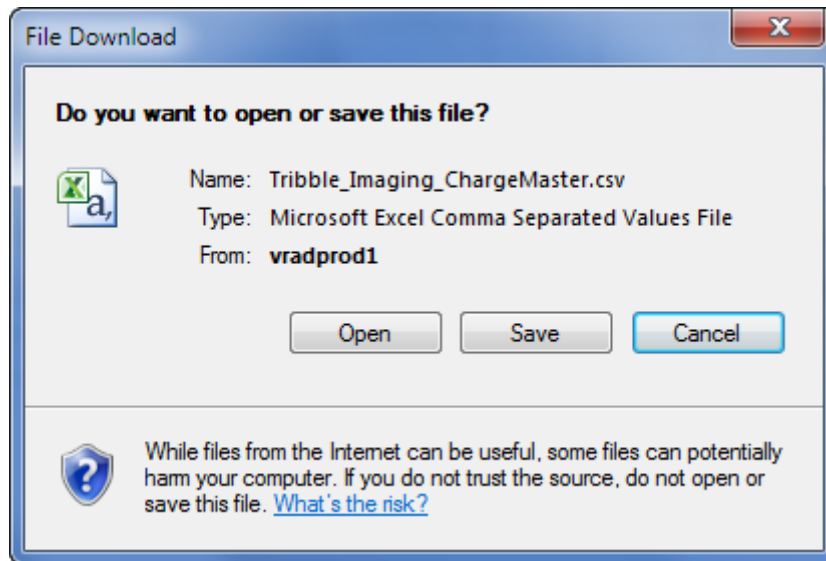
1. In the **Setup** group, select the **Procedures** tab.
2. Click the **Export** link.



The **Export Procedures** dialog box opens.

3. From the **Site** drop-down list, select the site whose data you want to export.
4. From the **Content** drop-down list, select the type of data you want to export from the site you selected to an Excel spreadsheet. Choose one of the following selections:
 - Procedures
 - Procedures and Anatomy/Modality, Section Mappings

- Procedures and Diagnosis Code Mappings
 - Procedures and Anatomy/Modality, Section, Diagnosis Code Mappings
 - ICD-9 Diagnosis Codes
 - ICD-10 Diagnosis Codes
5. After making your selection, click **Export**. A standard Windows dialog box opens asking whether you want to save or open the file.



- **Save:** Opens a standard Windows save dialog box from which you can select a location to save the file.
- **Open:** Opens the data file in Excel as a comma separated values (CSV) file. The content of the file is determined by the selection you made in the Content drop-down list. An example of exporting the Procedures content selection is shown below.

	A	B	C	D	E	F	G
1	Procedure Code	Procedure Description	Mammograph	Professional RV	Technical RV	Global RVU	
51	BRSTD	NM BRAIN SPECT THALLIUM [False				0.00	
52	BRCI4H	NM CISTERNOGRAM 4 HOUR False				0.00	
53	BRCID1	NM CISTERNOGRAM 24 HOUF False				0.00	
54	BRCID2	NM CISTERNOGRAM 48 HOUF False				2.71	
55	BRCID3	NM CISTERNOGRAM 72 HOUF False				0.00	

