Importing ICD-10 Codes into eTHOMAS

Because of the volume of codes, Genius Solutions has provided the billable ICD-10 codes to our clients for import. It is the client's responsibility to maintain and update their code set. Genius Solutions is providing the code set to you for ease of entry.

This document will detail:

- How to Import ICD-10 codes from a master list
- The new look of the Diagnosis Code Screen

THOMAS D 01 100550 - GENIUS SOLUTIONS							S 🔁			
Patient Code Files	Billing	Reports	Appointments	Route Slips	Utility	Help	Messaging	е	THOMAS V.9	.4.0 - MI
Diagnosis										0
Insurance Procedure		R	Search	C	ode		•	🗖 Show	Expired	
Diagnosis	Key Code	ICD9 C	ode ICD10 Code		Descr	ription		Expire	Туре	
Procedure	0049	0049		SHIGELLA (D)	/SENTER	RY)				
Profile	0088	0088		GASTROENTE	RITIS			11		
Complex Copay	0090	0090		DYSENTERY				11		
POS	0091	0091		ENTERITIS				11		
TOS	0092	0092		DIARRHEA IN	FECTIOU	IS		11		
Procedure Type	0119	0119		PULMONARY	TUBERC	ULOSIS	l	11		
Modifiers	01300	01300		MENINGITIS T	в			11		
Adjustments	0150	0150		PSOAS TEND	INITIS			11		
Flagged Procedure	0157	0157		OSTEOMYELI	TIS SPEC	IBONE	S	11		
Diagnosis Typė	0340	0340		STREPT THR	DAT			11		

Once you have logged into eTHOMAS, click on the Code Files tab then select Procedure and Diagnosis.

You can import from a category of codes or search for codes to import. To import codes, select the Import button



Once clicked, you will be brought

located on the top row from within the Diagnosis Code Screen.

to an Import from Master List screen. From here, you can search for codes or select a category to import.

Import from a Search

е	ICD10 Mast	er List	
	👂 Search 🛛	Select for:	
	ICD10	Description	
	A00.0	CHOLERA DUE TO VIBRIO CHOLERAE 01, BIOVAR CHOLERAE	
	A00.9	CHOLERA, UNSPECIFIED	
	A01.01	TYPHOID MENINGITIS	
	A01.03	TYPHOID PNEUMONIA	
	A01.05	TYPHOID OSTEOMYELITIS	

To import codes from a search, begin typing the description of the diagnosis. The search will return results that contain the word typed in the search. For example, typing in DIABETES will bring all ICD-10 codes containing the description

diabetes. Select the codes you wish to import and then click the Import button . A prompt will appear asking to import the codes selected.



Selecting "yes" will import the codes. Once the import is complete, you will be brought back

to the main Diagnosis Code screen. **Do not close out of the window during the import. It will take a few moments to import a larger number of codes. Closing out during the import may cause undesirable results.** Selecting "no" will not import the codes.

In addition to the search, codes can be imported by scrolling through the entire master list of codes and selecting which code(s) to import. There is not a "Select All" from the Master list as the Master List of codes contains tens of thousands of codes. An office will not need to use all ICD-10 codes available.

Import from a Category of Codes

e	ICD10 Maste	r List	×
	👂 Search 🗌	Select for:	
	ICD10	Description	
	A00.0	CHOLERA DUE TO VIBRIO CHOLERAE 01, BIOVAR CHOLERAE	
	A00.9	CHOLERA, UNSPECIFIED	
	A01.01	TYPHOID MENINGITIS	
	A01.03	TYPHOID PNEUMONIA	
	A01.05	TYPHOID OSTEOMYELITIS	

To import codes from a category of codes, use the Select for drop-down menu. Select the category in which to import codes. The categories are broken down by the leading alpha character of the ICD-10 code.

Once a category is selected, all codes within that category will be check by default. Go through the list and uncheck the

codes you do not wish to import and then select the Import button

e	ICD10 Maste	r List	23
		Select for: C00-D49 Neoplasms	1
	ICD10	Description	-
V	C00.0	MALIGNANT NEOPLASM OF EXTERNAL UPPER LIP	
V	C00.2	MALIGNANT NEOPLASM OF EXTERNAL LIP, UNSPECIFIED	
V	C00.4	MALIGNANT NEOPLASM OF LOWER LIP, INNER ASPECT	
V	C00.6	MALIGNANT NEOPLASM OF COMMISSURE OF LIP, UNSPECIFIED	
V	C00.9	MALIGNANT NEOPLASM OF LIP, UNSPECIFIED	
1	C02.0	MALIGNANT NEOPLASM OF DORSAL SURFACE OF TONGUE	
V	C02.2	MALIGNANT NEOPLASM OF VENTRAL SURFACE OF TONGUE	
V	C02.4	MALIGNANT NEOPLASM OF LINGUAL TONSIL	

A prompt will appear asking to import the codes selected.



Selecting "yes" will import the codes. Once the import is complete, you will be brought back

to the main Diagnosis Code screen. Do not close out of the window during the import. It will take a few moments to import a larger number of codes. Closing out during the import may cause undesirable results. Selecting "no" will not import the codes.