

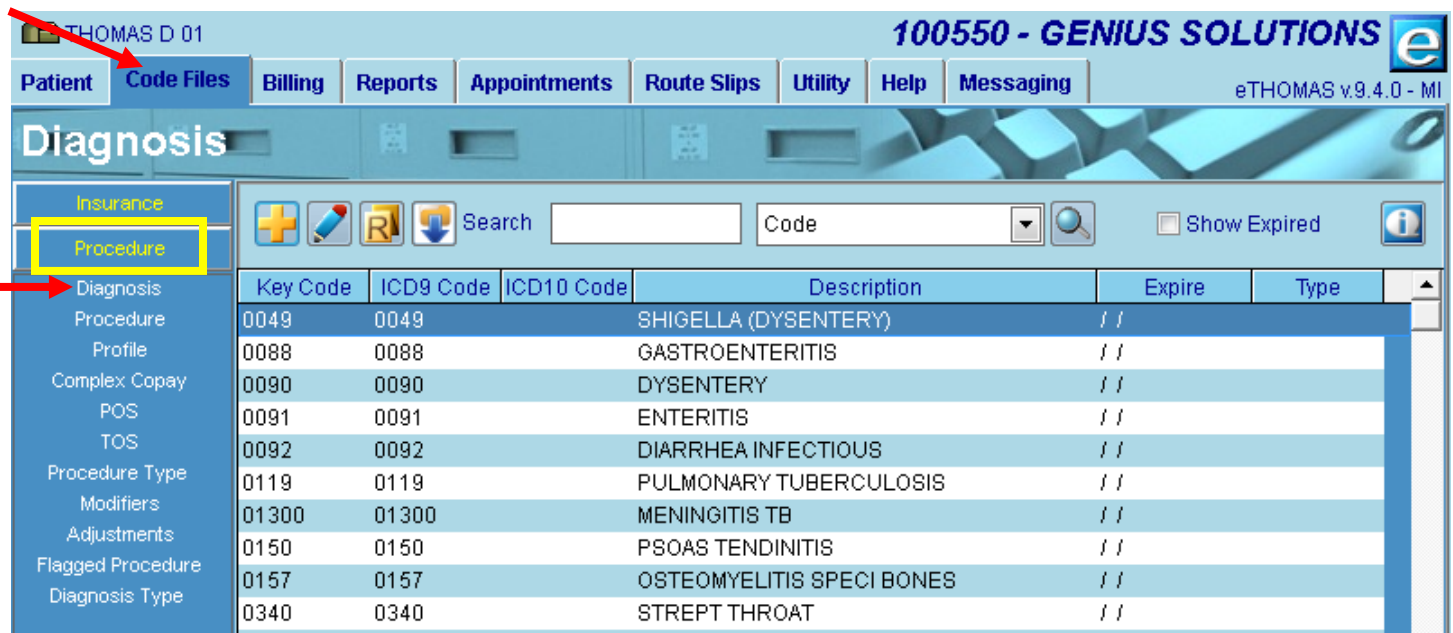
# Importing ICD-10 Codes into eTHOMAS

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

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



The screenshot shows the eTHOMAS v.9.4.0 - MI interface. The 'Code Files' tab is selected, and the 'Procedure' option is highlighted in the left sidebar. The main table displays a list of ICD-10 codes and their descriptions.

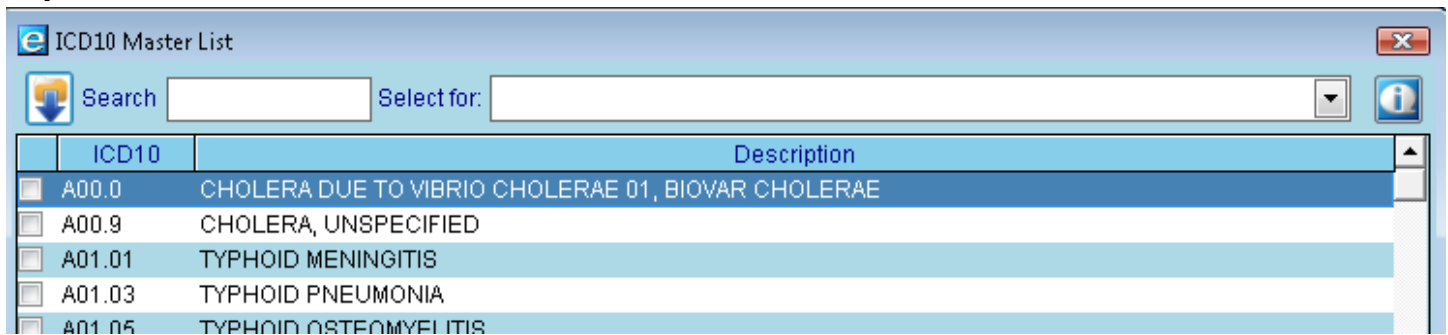
Key Code	ICD9 Code	ICD10 Code	Description	Expire	Type
0049	0049		SHIGELLA (DYSENTERY)	//	
0088	0088		GASTROENTERITIS	//	
0090	0090		DYSENTERY	//	
0091	0091		ENTERITIS	//	
0092	0092		DIARRHEA INFECTIOUS	//	
0119	0119		PULMONARY TUBERCULOSIS	//	
01300	01300		MENINGITIS TB	//	
0150	0150		PSOAS TENDINITIS	//	
0157	0157		OSTEOMYELITIS SPECI BONES	//	
0340	0340		STREPT THROAT	//	

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




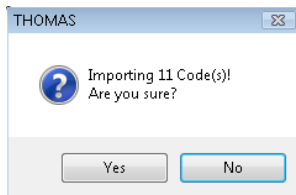
located on the top row from within the Diagnosis Code Screen. Once clicked, you will be brought to an Import from Master List screen. From here, you can search for codes or select a category to import.

## Import from a Search



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

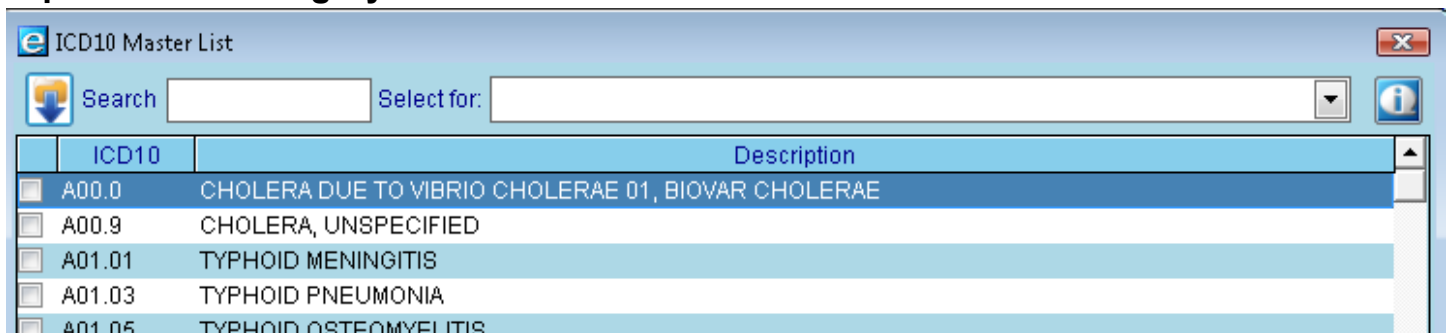
diabetes. Select the codes you wish to import and then click the Import button . A prompt will appear asking to import the codes selected.




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.

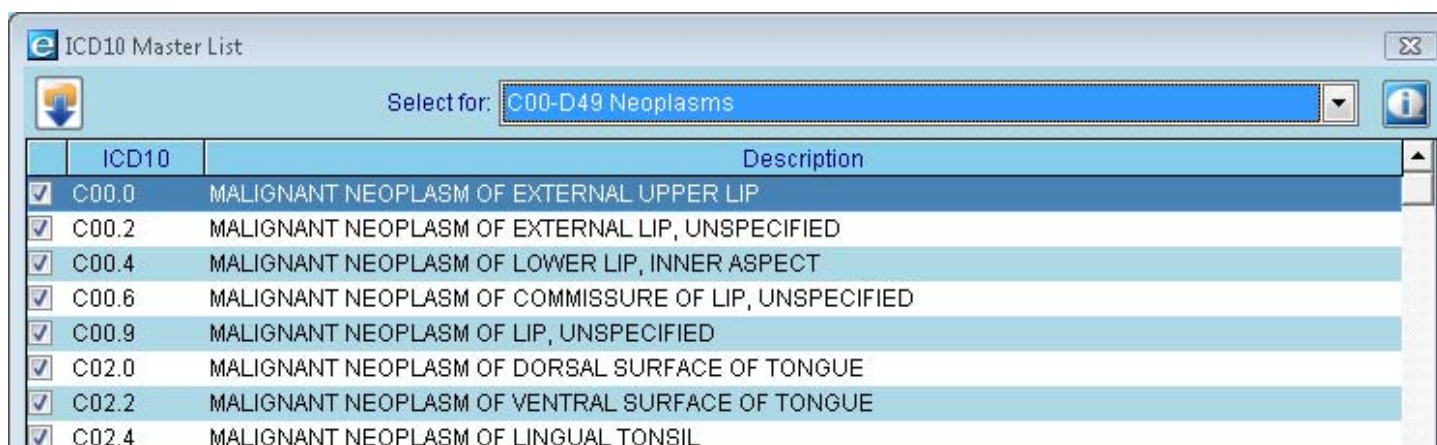
In addition to the search, codes can be imported by scrolling through the entire master list of codes and selecting which code(s) to import. There is not a “Select All” from the Master list as the Master List of codes contains tens of thousands of codes. An office will not need to use all ICD-10 codes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

## Import from a Category of Codes

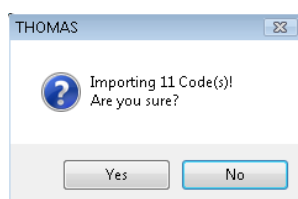


To import codes from a category of codes, use the Select for drop-down menu. Select the category in which to import codes. The categories are broken down by the leading alpha character of the ICD-10 code.

Once a category is selected, all codes within that category will be checked by default. Go through the list and uncheck the codes you do not wish to import and then select 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.