



ForwardHealth ICD-10 Testing Readiness Checklist

This ForwardHealth ICD-10 Testing Readiness Checklist is designed to assist testers in preparation for *International Classification of Diseases, 10th Revision, Clinical Modification (ICD-10-CM)* and *International Classification of Diseases, 10th Revision, Procedure Coding System (ICD-10-PCS)* testing with ForwardHealth.

Note: This checklist is specific to ForwardHealth testing. The Centers for Medicare and Medicaid Services (CMS) offers its own sample checklists for [large provider](#) and [small provider](#).

| Readiness Activity | Mark Complete |
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| Review the resources and information on the ICD-10 Code Set Transition home page of the ForwardHealth Portal. | |
| Review the resources and information on the ICD-10 Code Set Testing home page of the Portal. | |
| Contact trading partners, vendors, Value Added Networks, and/or clearinghouses to determine their readiness and availability for testing and confirm if they will be testing on your organization's behalf. | |
| <p>Create a testing calendar.</p> <p>The Supporting External Testing Environment (SETE) will be unavailable for testing activities on Sunday and Monday each week. Attempts to access and test within the SETE during this timeframe may fail and will not be supported. Please limit testing activities to Tuesday through Saturday.</p> <p>The SETE will be "refreshed" once on August 16, 2015, and again on September 13, 2015. With each refresh, testing data will be erased from the testing environment; therefore, testers should keep these refresh dates in mind when planning their testing. Refer to the ICD-10 Testing Environment Capabilities and Resources document available on the ICD-10 Code Set Testing home page of the Portal for more information regarding these refreshes.</p> | |
| <p>Determine the types of transactions and data that your organization plans to test. Select from ForwardHealth-provided testing scenarios, if desired.</p> <p>To facilitate testing, ForwardHealth offers various testing scenarios and strongly encourages testers to leverage them during testing. Testers are encouraged to use the test scenarios and submission methods most common to their operations. Testers may choose to test by submitting their transactions with <i>International Classification of Diseases, Ninth Revision (ICD-9)</i> codes and then again with ICD-10 codes. Regardless of which codes are submitted, ICD diagnosis and procedure codes will be compared to the indicated date (date of service [DOS], date of discharge, etc.) to determine if the codes are valid for that date.</p> <p>As an alternative to using ForwardHealth's testing scenarios, testers may refer to their recent billing submissions to ForwardHealth and test using the ICD-10 equivalent.</p> | |
| Refer to the ForwardHealth companion guides and the ForwardHealth National Council for Prescription Drug Programs (NCPDP) Version D.0 Payer Sheet revised for ICD-10, as applicable. | |
| <p>Identify applicable ICD-10 codes for testing. Refer to CMS Resources for ICD-10 codes, if needed.</p> <p>Testers should not use a mixture of code sets within the same transaction. Transactions must include only ICD-9 codes or only ICD-10 codes.</p> | |

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| <p>Determine appropriate dates (DOS, dates of discharge, etc.) for testing transactions. Only 2015 dates should be indicated on test transactions.</p> <p>The following effective and end dates for ICD-10 codes have been adjusted in the SETE to support ICD-10 testing activities:</p> <ul style="list-style-type: none"> • ICD-9 codes will be end dated on February 28, 2015. • ICD-10 codes will be effective on and after March 1, 2015. <p>Because member eligibility varies, it is recommended that dates indicated on test transactions not extend too far before or too far after the SETE-adjusted effective and end dates when testing. Additionally, testers are encouraged to confirm member eligibility prior to testing.</p> | |
| <p>Verify access to the SETE using current ForwardHealth Portal login credentials.</p> <p>The SETE will be accessible to testers via a separate distinctive URL no later than June 2, 2015; testers will need to verify that their current Portal credentials allow access to their SETE Portal account.</p> <p>The SETE Web pages will include banner language indicating that testers are in the SETE Portal. When testing, testers should ensure that they are testing in the SETE and not in the production ForwardHealth Portal.</p> | |
| <p>Provider Electronic Solutions (PES) software users:</p> <p>A SETE-specific <i>esc.ini</i> file is required to interface the PES software with SETE for ICD-10 testing. This <i>esc.ini</i> file can be downloaded from the ICD-10 Code Set Testing home page of the Portal along with instructions for setting up this <i>esc.ini</i> file.</p> <p><i>Note:</i> Although PES supports the use of ICD-10 codes on claims, the software will not allow the use of ICD-10 codes on claims with dates prior to October 1, 2015. PES uses the computer's system date to determine the appropriate code set. In order to start and fill out and save claim forms with codes greater than 5 characters, users must manually change the calendar/system date on their computer to a date on or after October 1, 2015. After claim forms are completed, users must manually change the calendar/system date on their computer back to the current date prior to submittal. After this change is made, users may submit their saved claims to SETE directly from PES. Testers should use the SETE-adjusted effective and end dates as outlined in the aforementioned instruction for determining appropriate dates of service for test claims.</p> | |
| <p>Coordinate pharmacy claims with Value Added Networks (VANS) and software readiness.</p> <p>Pharmacies should ensure that the software used to generate NCPDP version D.0 transactions can support the use of ICD-10 codes with the SETE ICD-10 effective and end dates.</p> <p>All pharmacy claims will need to include some indication that the claim is a test claim. If applicable, pharmacy providers should contact their VAN to clarify how a testing claim will be indicated.</p> <p><i>Note:</i> VANs have been transitioned to SETE to support ICD-10 testing.</p> | |