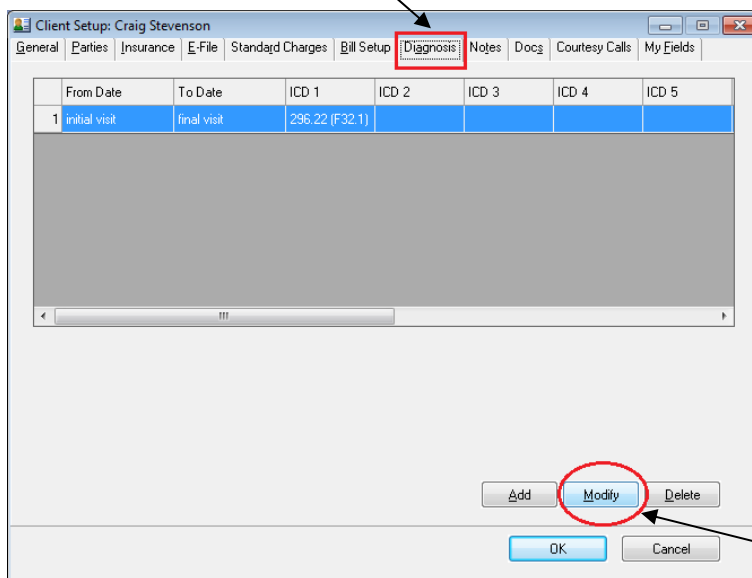


## Office Therapy® Converting ICD-9/DSM Codes to ICD-10

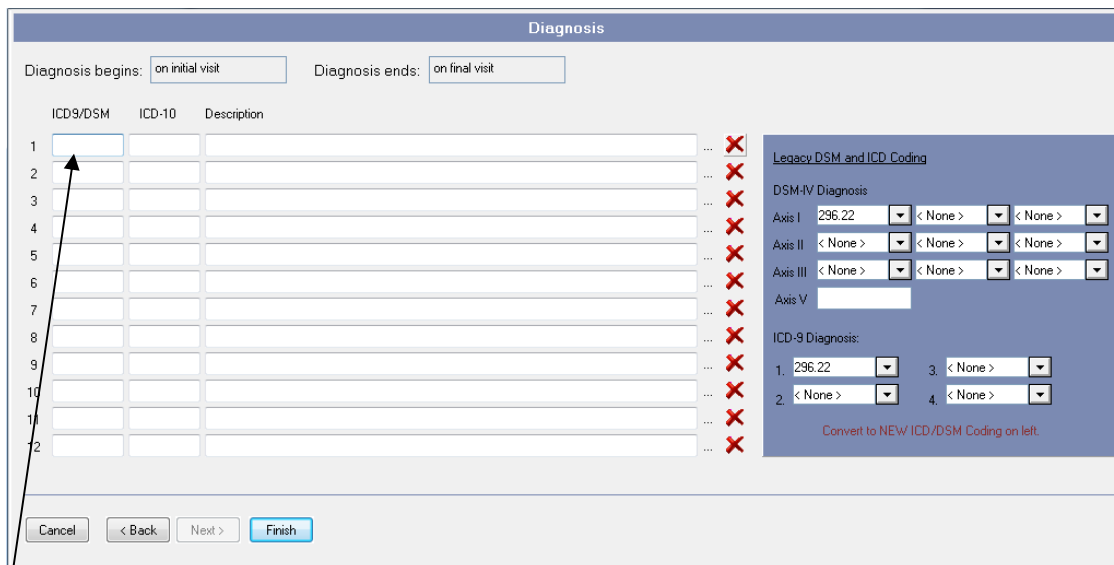
Office Therapy V11.5 is designed to help you make an easy transition from ICD-9 to ICD-10, so when October 1<sup>st</sup> arrives, you will be ready to start sending payers the new codes.

To convert the codes, click the Diagnosis tab in the Client Setup window.



Click the **Modify** button.

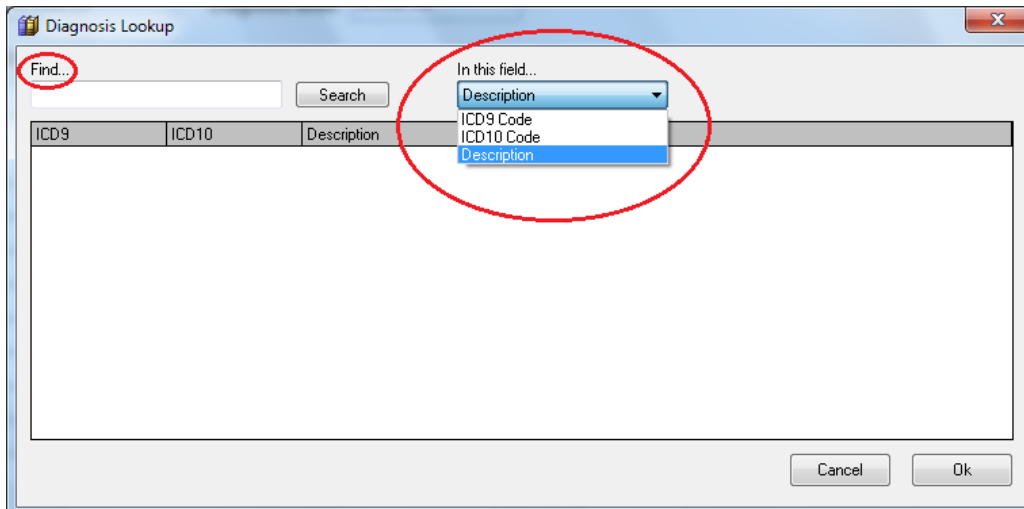
For the date range the default is – ‘This diagnosis begins on’ *Client’s initial visit* and ‘This diagnosis ends on’ *Client’s final visit*. If different, you can type in a specific date range. Then click the **Next** button.



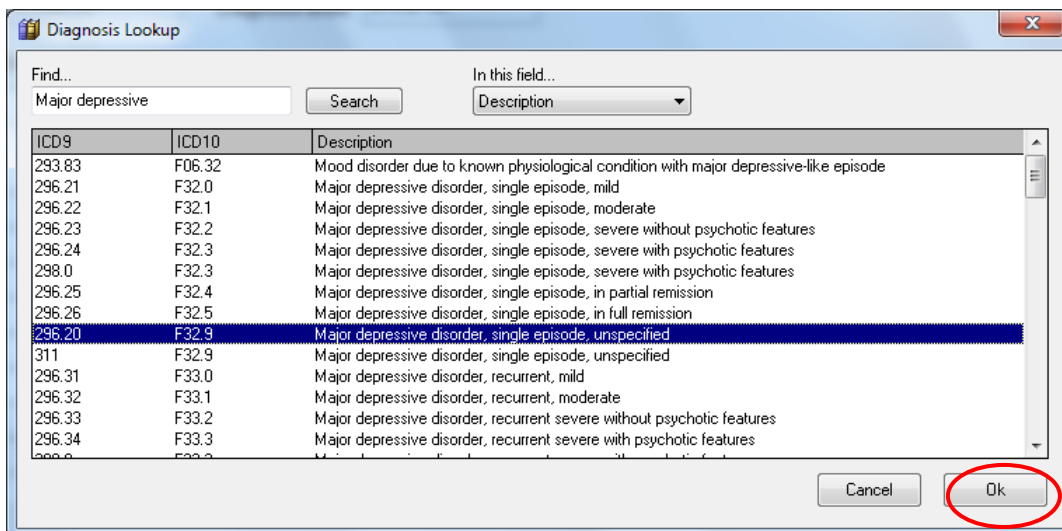
DSM and ICD-9 codes are listed in the box on the right. To convert a code, enter the number in the ICD-9 box on the left. When you tab out of the field, the ICD-10 and the Description will be populated.



To look up a code, click the ellipsis button to the right of the Description field. This opens the Diagnosis Lookup window. You can search by the ICD 9 or 10 code or by a description.



Click the **Search** button. All matching items will be listed with the ICD-9 code, ICD-10 code, and the description.



Select the diagnosis you want to use and click **Ok**.

In the Diagnosis Expert window, click the **Finish** button. Then click **Ok** to save in the Client Setup.

Office Therapy will continue to use the ICD9/DSM codes until the compliance date. However we strongly recommend that you convert each client's diagnosis in preparation for the switch over to ICD-10.