



CPSI Financial Support has created functionality to create ICD-10 test print files for all of our customer's internal testing needs. This functionality can be found in the "Print UBs" and "Print 1500s" options in the Insurance Print Reports Menu. This document will detail the steps required to build an ICD-10 test file. Customers who submit files directly to a payer or another clearinghouse (i.e. hardcopy) will be responsible for performing all applicable testing for their facility.

*In order to build ICD-10 test files, customers will need to be on version 1911, utilize the new Medical Record Groupers screens and have associated/linked their existing ICD-9 codes to the applicable ICD-10 codes for the claims they wish to include in the ICD-10 test file. This document assumes that these requirements have been met. If any of these items have not been met, please contact CPSI's Financial Software Support prior to building ICD-10 test files.*

## Building the ICD-10 Test Print File

From the **Hospital Base Menu > Print Reports > Insurance > Print UBs or Print 1500s**

On the Insurance Print Menu screen, there is now a prompt called "Test ICD10s". If this box is checked, claims can be printed with ICD10 codes.

The screenshot shows the "Insurance Print Menu" window. At the top, there are buttons for "Print", "Save", "Delete", and "Reset". Below this is the "File Build Options" section, which includes a "Saved Param:" dropdown menu, "Form Type:" set to "UB04", "Sort Order:" set to "Patient Name Order", "Restart Acct:" field, and checkboxes for "w/ Form", "Print Totals Page", and "Test ICD10s" (which is circled in red). Below this are two main sections: "Claim Parameters" and "Include/Exclude Claims". The "Claim Parameters" section has radio buttons for "All Coverages", "Primary", and "Secondary"; checkboxes for "Stay Types:" (1, 2, 3, 4, 5); "Paper/Electronic:" set to "Both"; "Print Billed:" checkbox; and "Address at Top:" checkbox. The "Include/Exclude Claims" section has a table with a header "Included claims" and buttons for "Add", "Remove", and "Clear".



Claims should not be updated to the Billed status while utilizing the ICD-10 Test File option. When selecting the print option the prompt “Insurance Update is Next...Do you wish to update?” should be answered “No”.

The screenshot shows the 'Insurance Print Menu' application window. At the top, there are buttons for 'Print', 'Save', 'Delete', and 'Reset'. Below these are two main sections: 'File Build Options' and 'Claim Parameters'. The 'File Build Options' section includes a 'Saved Param' dropdown set to 'BY ACCOUNT', a 'Form Type' dropdown set to 'UB04', and a 'Sort Order' dropdown set to 'Acct Order'. The 'Claim Parameters' section has radio buttons for 'All Coverages', 'Primary', and 'Secondary', and checkboxes for 'Stay Types' (1, 2, 3, 4, 5), 'Paper/Electronic' (set to 'Both'), 'Print Billed', and 'Address at Top'. A modal dialog box is overlaid on the interface, displaying the text 'Insurance Update is Next... Do you wish to update?'. It has two buttons: 'Yes' and 'No'. The 'No' button is circled in red. To the right of the dialog, there is a 'Test ICD10s' checkbox and a list containing 'TEST01' with 'Add', 'Remove', and 'Clear' buttons.