Ask yourself the following questions while completing the homework coding scenarios each week. They will help you sort out exactly what you need to code, and why.

I. Determine the **Place of Service**:

* Office
* Emergency Room
* Clinic (outpatient)
* Hospital (inpatient)
  + (ambulatory surgery - outpatient)
  + (urgent care - outpatient)
* Observation – (in and out same day)
  + (in one day and out next day)
* Nursing Care Facility
* Domiciliary

II. Determine the **Provider:** Who is providing the service? Who are you billing for?

* Physician
  + Surgeon
  + Family Practice
* Laboratory
* Radiology
* Hospital
* Non physician Provider

III. Determine the **Type of Service**:

* New problem
* Follow-up
* Consultation
* Emergency
* Annual Physical
  + Employment exam
  + School Admit physical
* Admission for:
  + Chemotherapy or Radiation therapy
  + Dialysis
  + Surgery
  + Physical Therapy
  + Testing
  + Procedures

IV. Determine the **Type of Patient**:

* New Patient
* Established Patient

V. Was there an Ancillary Services?

* Laboratory – Assign codes for these tests in Chapter 18 in your textbook
* Radiology MRI CT - Assign codes for these tests in Chapter 23 in your textbook
* Cardiology tests, e.g., EKG, Echo – Assign codes only when stated in the instructions.

**Things to Remember:**

* Do not unbundle surgeries.
* Investigate – use CustomCoder to determine CCI (unbundling of codes). Sometimes if it is separate but indicates one code is a component of another, then you use a modifier to indicate it is apart from the other procedure.
* Define terms you do not know - use a dictionary and know the meaning of the terms you are reading. You can google a medical dictionary online if you do not have one.