



**GlobeMed**

**MEDICAL CODING PROGRAM**



# GLOBEMED AT A GLANCE

GlobeMed is a leading healthcare benefits management company in the Middle East with over 29 years of experience. GlobeMed has redefined the standards of managing healthcare insurance benefits, expanding its operations to 12 countries in the Middle East and Africa to serve over 220 insurance companies, self-funded schemes and social insurance schemes.

GlobeMed combines technical expertise and information technology to deliver superior services and state-of-the-art solutions. We provide unbundled, flexible, and scalable solutions for all our stakeholders in both the public and private sectors.

In addition to healthcare benefits management, GlobeMed provides pharmacy benefits management, actuarial support services, and international health services.

We also offer medical coding training through structured programs.

GlobeMed's expertise and network are constantly growing to reflect the limitless service possibilities ahead.



LEBANON

PALESTINE

EGYPT

SAUDI

JORDAN

IRAQ

KUWAIT

BAHRAIN

QATAR

UAE

OMAN\*

NIGERIA

*\*Soon in Oman*



# WHAT IS MEDICAL CODING?

Medical coding is the translation of medical diagnoses, procedures and equipment into universal numeric and/or alphanumeric components.

# WHO IS A MEDICAL CODER?

A medical coder is the person who assigns codes to represent diagnoses & procedures based on an official classification system, relying on his knowledge of disease processes.

A medical coder is also responsible for evaluating documentation to insure correct code selection for compliance with health authorities regulations & insurance requirements.

Medical coding specialists constitute a vital link among patients, doctors, and insurance carriers. They are essential to the efficient functioning of the healthcare industry.





# WHAT ARE THE BENEFITS OF CODING?

Medical coding is an essential tool for:

- Digitizing and categorizing data for interpretation and comparison
- Detecting problems, analyzing situations and controlling effectiveness
- Analyzing the general health situation of population groups and monitoring incidence of diseases for the identification of population at risk
- Planning in relation to clinical objectives and formulating health policies
- Designing health care delivery systems
- Performing automated pre-authorization of claims, billing & auto adjudication process
- Conducting retrospective analysis over utilization of services
- Completing claims processing life cycle
- Managing revenue cycle effectively
- Measuring the quality, safety and efficacy of care
- Conducting research, epidemiological studies, clinical trials
- Improving clinical, financial and administrative performance
- Preventing and detecting health care fraud and abuse





# WHO CAN BENEFIT FROM OUR CODING TRAINING PROGRAM?

## Organizations

- Hospitals
- Clinics
- Nursing homes
- Health management organizations
- Health government agencies
- Insurance companies
- Other healthcare facilities

## Individuals

- Physicians
- Nurses
- Medical record archivists
- Health Data analysts
- Medical Claims Adjudicators
- Medical Claims Auditors
- Billing officers
- Epidemiologists
- Medical underwriters
- Actuaries
- Medical secretaries
- Researchers
- Users of data files
- Project Managers
- Data security personnel
- Medical officers
- Information technology personnel







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# WHAT ARE THE CAREER ADVANTAGES OF CODING FOR INDIVIDUALS & ORGANIZATIONS?

- Work in a profession that is in high demand
- Improve your earning potential
- Work from home
- Begin a new career or seek career change
- Take advantage of a range of education and training options
- Serve an important role in the health care industry
- Continuous learning and education
- Career advancement, especially those coders with college degrees. Increase your job mobility and choices
- Position yourself for greater success in your long-term career

Among the positions medical coders have advanced to:

- Director of a health information department
- Coding Supervisor
- Assistant Coding Director
- Others

## Advantages for organizations:

- Increase the competence level of staff
- Improve the quality of information and care
- Minimize errors and reduce exposure to fraud and abuse charges
- Increase efficiency and reduce cost
- Promote ongoing enhancement of knowledge and skills





# HOW WAS OUR CODING EXPERIENCE BUILT?

GlobeMed adopted internationally recognized nomenclatures within its systems and procedures throughout its different operations where such international codes and nomenclatures are mandated by the local health authorities.

For the purpose of interoperability, GlobeMed has acquired an extensive experience in coding, mapping and cross-referencing the following classifications:

- ICD-9-CM (International Classification of Diseases, 9th Revision-Clinical Modification)
- ICD-10 (International Classification of Diseases, 10th Revision)
- ICD-10-AM & ACHI (International Classification of Diseases, 10th Revision-Australian Modification & Australian Classification of Health Interventions)
- ICD-O (International Classification of Diseases for Oncology)
- CPT-4 (Current Procedure Terminology, 4th edition)
- HCPCS, level II (Health Common Procedure Coding System, level II)
- ICD-10-CM (International Classification of Diseases, 10th Revision-Clinical Modification)
- ATC (Anatomical Therapeutic Chemical Classification System)
- Other local nomenclatures & classifications





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## WHAT ARE OUR MAJOR ACHIEVEMENTS?

As the need for medical coding professionals has grown rapidly, GlobeMed first introduced the unique Coding Training concept in Lebanon in 2002 for all healthcare professionals and established a medical coding training program in collaboration with Saint-Joseph University (USJ). The training program allows students and health researchers to become experts in coding health information according to the International Classifications of Diseases, 10th Revision.

Gradually, benefits of the coding training program became evident and hundreds of trainees from the private and public sectors completed the training program since then. Today, GlobeMed Medical Coding Training Program is proud of achieving major accomplishments and looking for more.

### KSA

In 2012, GlobeMed expanded the coding training program to KSA covering the ICD-10-AM and ACHI coding system, 6th Edition as mandated by the KSA health authorities.

### Qatar

The Supreme Council of Health (SCH) has appointed GlobeMed in 2014 as the exclusive training vendor for the ICD-10-AM training in Qatar.



## Lebanon

In 2013-2014, GlobeMed Coding training program conducted a series of training workshops in the Syndicate of Hospitals in Lebanon after the mandate of the Lebanese Ministry of Health to use the ICD-10 WHO for all medical claims.

In 2015, GlobeMed conducted a new coding training for ICD-10 WHO Mortality Guidelines for all Lebanese Ministry of Health professionals.

The expansion of our coding training program to other countries is on our agenda.





# WHAT IS THE CONTENT OF THE CODING TRAINING PROGRAM?

GlobeMed coding training program provides different variations of coding systems related to ICD-9-CM, ICD-10, ICD-10-AM, ACHI & CPT4.

Our coding training program offers trainees an academic preparation to develop a basic knowledge in medical sciences and to master the medical coding skills.

The training programs include two courses:

**Health information training** consisting of modules which are considered pre-requisites for those with no previous medical background, and can be summarized as follows:

Medical Terminology module helps trainees understand the medical vocabulary and terms used in medicine. It covers word parts, word roots, medical terms related to diseases, body systems, diagnostic and therapeutic procedures.

Anatomy-pathology module allows trainees to understand all human body systems and their functions, as well as disease processes, their causes and treatment, allowing them to understand & analyze chart documentations.

Medical Record module introduces the components of medical record, as well as legal and ethical issues applicable to health information.

**Medical Coding training** consisting of core modules that allow trainees to master the complexities of medical coding and to solve the common problems encountered during the coding process, and can be summarized as follows:



Diseases Coding module covers the history, uses and format of a disease coding system utilized to track diseases. It includes general coding conventions and guidelines as well as specific coding standards in relation to all body systems' diseases and conditions.

Procedures Coding module covers the history, usage, format, as well as the conventions used in a procedural coding system or nomenclature, to track medical and surgical, diagnostic and therapeutic procedures.

## EMR System

Personal Information

Social Information

Insurance

Diagnosis

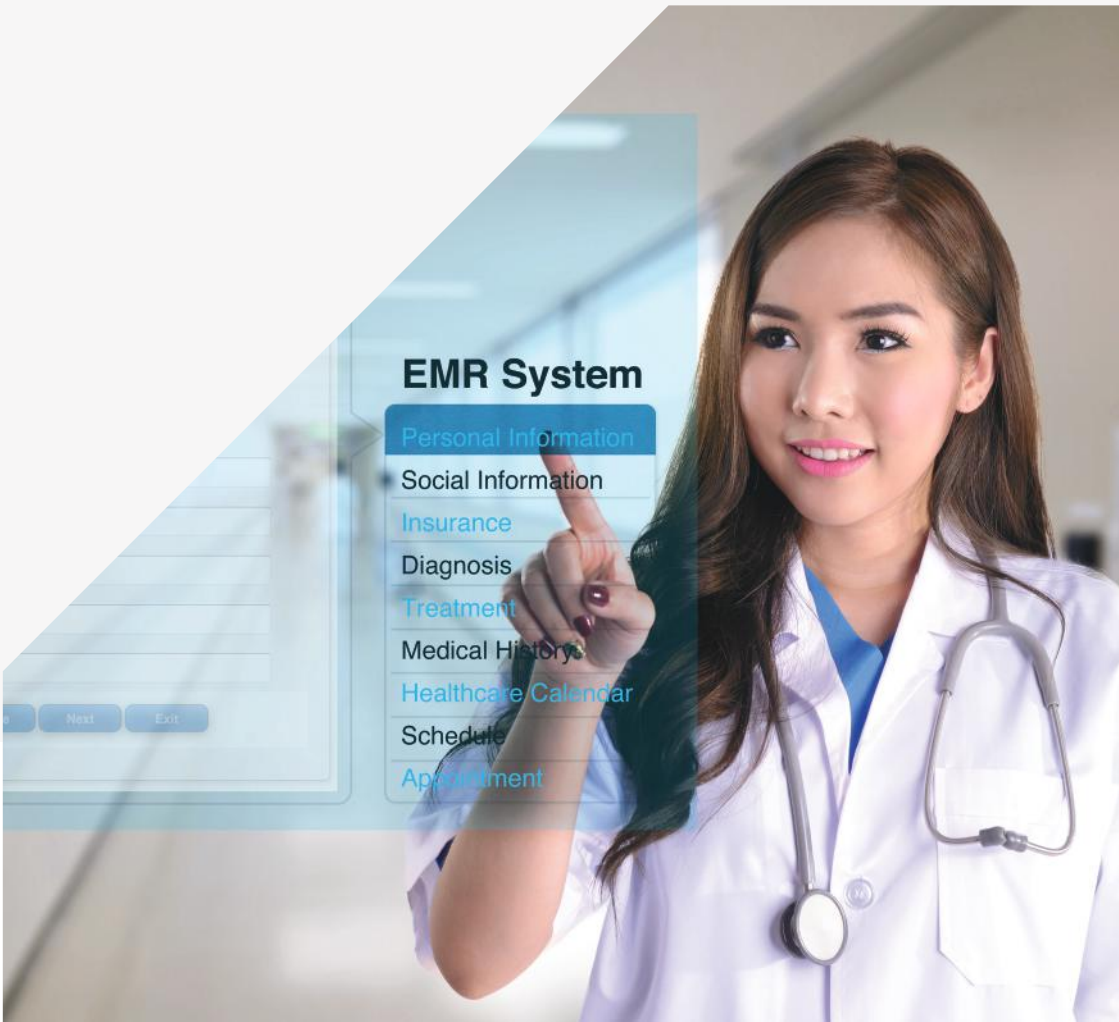
Treatment

Medical History

Healthcare Calendar

Schedule

Appointment





## WHAT ARE THE LEVELS OF OUR CODING TRAINING PROGRAM?

**Level 1** - Introduction to Coding Health Information, basic level

**Level 2** - Coding Health Information, intermediate level

**Level 3** - Coding Health Information, advanced level

## WHO ARE OUR CODING INSTRUCTORS?

- Accredited medical coding instructors by internationally recognized coding authorities
- Specialized physicians for Medical Sciences course

## WHAT IS THE TRAINING PROGRAM METHODOLOGY FOLLOWED?

The training approach provides a balance between theory and practice

- Classroom lectures, where the training material is explained and practice exercises are performed.
- E-learning platform i\*School® where hundreds of practical exercises based on actual medical reports are provided to test trainees on speed and accuracy.

# WHAT IS THE CODING TRAINING PROGRAM DURATION?

GlobeMed coding training program duration ranges from 24 to 90 hours. Intervals of training sessions can be flexible and adapted to a group of trainees according to the requested academic level.



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*CS-B0620-V1.5*