

**Table 1: HIE and HIMP Action Plan for ICD 10 Implementation**

*HIE = Health Information Executive*

*HIMP = Health Information Management Professional*

	<b>Action Step</b>	<b>Responsibility</b>	<b>Estimated Date of Completion</b>
1.	Meet to discuss transition to ICD 10	HIE and HIMP	2009
1a.	Develop rough overarching action plan	HIE and HIMP	2009
1b.	Decide whether HIE and HIMP have enough internal resources required	HIE and HIMP	2009
1c.	Obtain estimates from external consultant(s), project managers, educators if assistance anticipated		2009
1d.	Develop message points for executive leaders	HIE and HIMP	2009
2.	Meet with executive leaders to communicate message points and obtain support	HIE and HIMP	2009
3.	Identify ICD 10 stakeholders. Identify guiding team. Develop agenda and materials for first guiding team meeting		2009
3a.	Meet with ICD 10 transition guiding team	HIE and HIMP	2009
3b.	Educate guiding team as to need to implement ICD 10 and benefits	HIE and HIMP	2009
3c.	Share and solicit feedback and buy in from guiding team on vision and goals	HIE and HIMP	2009
3d.	Refine action plan with guiding team	HIE and HIMP	2009
4.	Conduct ICD 10 impact assessment to include:	Guiding Team member or external assistance	2010
5.	Further refine and develop the action plan based on findings of impact assessment	Guiding Team	2010
6.	Implement the action plan	HIE and HIMP, consultant or project manager	2010-2013
7.	Evaluate implementation and address remaining gaps	Guiding Team	2013