Loading a Codeset

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> This article is part of the systems administration guide. You will require administration access to view the pages mentioned in this article.

When you load a code set, from that point on, the code set you load will be available for selection in the diagnosis section of CareRight. Historical data will be retained and still contain any data selected originally.

For Statutory Reporting, the relevant ICD and DRG Codes will be used and they are automatically selected based on government requirements. Therefore, they do not need to be loaded here.

To change the current code set:

1. Click **Administration**.

2. Select **Patients Menu**.

3. Select **Diagnosis Codes**.

4. Scroll down to **Bulk Import/Remove Codes**.

5. Enter the CodeSet abbreviation and Prefix into this field -

   a. You may specify one of the following as a prefix followed by a ':' (colon)

      i. GEN (Disease Generic Code) - to load Disease Generic Code (maintained in Generic Codes) type "GEN:*" < This will load all disease generic codes

      ii. ICD.D (ICD - Disease) - to load all ICD Disease codes type "ICD.D:*", for a subset e.g. all codes starting 'B1' - type "ICD.D:B1*"

      iii. ICD.P (ICD - Procedure) - to load all ICD Disease codes type "ICD.P:*", for a subset e.g. all codes starting 'A' - type "ICD.P:A*"

      iv. DRG (DRG) - to load all DRG codes type "DRG:*", for a subset same as above

      v. ICPC2 (ICPC-2) - to load all ICPC-2 codes type "ICPC2:*", for a subset same as above

6. Then enter to Suffix after the : (colon) - this is your code range/item number.

7. If you wish to replace the entire set of codes in the system, tick **Delete all existing codes before importing**

   a. Leave un-ticked if you wish to add to the codes that are already available*

8. If you select the Default Code Set with a value, you don't need to specify the prefix (see worked Example 3).

9. Click **Go**.

Worked Example 1:

If you wanted to *replace* all the existing diagnosis codes with:

- Your Generic Disease Codes

- All ICD10 Codes starting 'B1'

Type the following into Working Diagnosis Code Set Specification:

```
GEN:*
ICD.D:b1*
```

Tick **Delete all existing codes before importing**.

Click **Update**.

Worked Example 2:

If you wanted to *add* DRG to the existing diagnosis codes in CareRight:

```
DRG (DRG)
```

Type the following into Working Diagnosis Code Set Specification

```
DRG:*
```

Delete all existing codes before importing should be left un-ticked.

Click **Update**.

Worked Example 3: This will give the same result as Worked Example 1...

If you wanted to *replace* all the existing diagnosis codes with:

- Your Generic Disease Codes
- All ICD10 Codes starting 'B1'

Type the following into Working Diagnosis Code Set Specification

```
GEN:*
b1*
```

Tick **Delete all existing codes before importing**.

Select default Code Set "ICD Disease"

Click **Update**.

*ticking delete does not delete any historical data, it just deletes any entries already in the Diagnosis code tables.