



How this Class Works

Within 2-3 business days of purchase, you will receive a Welcome email with details on accessing your account and instructions on using the portal. If you have not received an email within 3 business days, please contact elarningsupport@hcpro.com or call **HCPPro customer service at (800) 650-6787**. Check your junk folder or spam folder for this email depending on the email filter settings of your organization.

Boot Camps are made up of a series of modules. Take the modules in the order they appear, as concepts in early courses are built on as the series progresses. We have provided study guides and additional handouts (if applicable) in the Resources tab of each module. Print or download these resources at any time during your access. You may view the presentations more than once to help reinforce learning.

Take the practice exam after completing all lessons; there is not an exam after each module. You may take the exam more than once during access to your Boot Camp.

Ask the Expert feature

Content-related questions can be sent through "Ask the Expert." You will be able to use this feature at any time during your access to the course and will typically receive a response to your question within 2-3 business days. Please be sure to reference the module and slide title to help our experts better understand your question.

Note that problems with accessing the course and/or other technical issues should be submitted through: elarningsupport@hcpro.com.

How long do I have to complete the course?

You'll have 60 days from your enrollment date to access and complete your Boot Camp (the enrollment date is the day you receive login information). Be sure to complete all lessons, pass the final exam, and download any desired materials during this time.

When it's time for you to get started...

Turn off your cell phone, close out of your email, and try to let others know you'll be unavailable during the time you've set aside so that you can focus your energies on listening and watching the lessons.

Materials Needed for Class

You will need a copy of DRG Expert© for this training. You will also need this manual if you plan on taking the CCDS Exam. To purchase a copy of the 2018 DRG Expert from HCPPro, [click here](#).

Please keep in mind that you will ideally want to view the modules in a location that will allow you ample space to conveniently access all your reference materials. Make sure you have the following available as you watch the courses, review the course material, and complete assignments.

- A computer with speakers or headphones
- A current *DRG Expert*®
- Highlighter
- Note paper or sticky notes

Will this class guarantee a passing score for the CCDS?

No. This class will assist you in your exam preparation. During the comprehensive review conducted in this class, you are likely to identify areas in which you need further study due to your experience level or the type of organization in which you work.

How does this class complement the exam?

The class follows the content outline of the exam, touching on the specific domains of learning that the exam assesses. It provides an overview of the topics relevant to CDI practice and CDI competency.

Does the class provide a practice exam?

Yes! Class attendees will receive access to the *CCDS Exam Study Guide* practice exam in the online format. In addition, there are Knowledge Check questions found throughout the course to ensure student understanding; there is not a test after each module.

Are CEUs available for this course?

This class does not offer continuing education credits.

CCDS examination information

The Association of Clinical Documentation Improvement Specialists (ACDIS) offers a credential for CDI specialists, the **Certified Clinical Documentation Specialist (CCDS)**. The credential requires candidates have experience performing the duties of a CDI specialist, so attending this class may not qualify you to sit for the exam if you are new to the field of CDI. Consequently, depending on your background and experience, additional independent study and/or training may be required to pass the CCDS examination. To download the CCDS Candidate Handbook and Application and view the prerequisites, visit the ACDIS website at <https://acdis.org/>

Technical Requirements

Using the most up-to-date software versions is recommended for viewing courses. The minimum system requirements are:

- Current version of Flash Player (<http://www.adobe.com/go/getflash>)
- Windows - Internet Explorer 10 or later, Firefox (latest version), Google Chrome (latest version), Opera 9.5 and later
- Macintosh - Safari (latest version), Firefox (latest version), Google Chrome (latest version)

- Mobile - Safari in Apple iOS 6 and later (performance may vary depending on hardware specs) *Note: Due to the length of these courses, mobile use is not recommended.*

Contact Information

If you have any question about the Boot Camp program, please contact:

Customer Service

Phone: (800) 650-6787

Fax: (800) 738-1553 fax

E-mail: bootcamps@hcpro.com

Please keep in mind that Boot Camps® are for individual use only. Participants are not permitted to share usernames and passwords or copy the materials.