Important Information for HCPRO
Risk Adjustment Documentation and Coding Boot Camp®
Course Participants
2017 Version

Directions and Hotel Information
The hotel address, phone number, URL, room rate and room rate cut-off date are posted on our web site at http://hcmarketplace.com/risk-adjustment-documentation-coding-boot-camp. The hotel websites give detailed directions to the hotel as well as information about the location. Please call the hotel directly to make a room reservation. Be sure to identify yourself as an HCPRO Boot Camp participant. Please be sure to make your reservation before the cut-off date. After the cut-off date, contact the hotel to determine room availability and rates.

ICD-10-CM Manual

As a part of this class, you will be working in-class exercises requiring code assignment. You will need an ICD-10-CM manual to participate in this course.

Option #1 – You can bring your own or order a 2017 manual from HCPRO, please visit our website:

http://hcmarketplace.com/icd-10-cm-expert-for-hospitals

Option #2 – We realize that some attendees may not own a current ICD-10-CM manual therefore if you would like to borrow a ICD-10-CM manual from HCPRO for the class, we will have a limited number of manuals available. Because of the limited number available, course participants who choose to borrow a manual may have to share with another course participant. The books are signed out for the week of class and must be returned to the instructor after class on the last day. If the manual is lost, damaged, or stolen, it is the responsibility of the student to reimburse HCPRO for the manual.

What to Bring to Class
Please bring the following to class:

• Your current ICD-10-CM manual
Course Materials
The course materials used in connection with the Risk Adjustment Documentation and Coding Boot Camp® have been specifically designed for use with this course. We have invested a tremendous amount of time, money and effort in developing, refining and maintaining these materials. As a course participant, you will receive a complete copy of our materials. However, we do not permit our materials to be used for any purpose other than in direct connection with your participation in this course or as a personal reference in your day-to-day work.

Classroom Time
Other than short breaks and lunch, we will be in class from 8:00am to 5:00pm Monday-Tuesday and from 8:00am-3:00pm on Wednesday.

In order to focus all attention on the course and to not distract other participants as well as the instructor, cell phone use during class is strictly prohibited. We will take short breaks (10-15 minutes each) throughout the day that will give participants an opportunity to make calls, use the restroom, etc.

Course Materials Copyright
All materials are copyrighted to HCPRO and cannot be duplicated without written consent.

Lunch
We typically provide coffee in the morning, and drinks and snacks in the afternoon. Participants are on their own for lunch. Note that many hotels do not have restaurants on-site. If you are flying to the course, we generally recommend renting a car.

Dress
Business attire is not necessary. Please dress comfortably. Also, we find that the classrooms are sometimes on the cool side, even during the warmer months. You may be more comfortable if you bring a sweater or sweatshirt in case you get cold.

Contact Information
If you have any questions about the Boot Camp program, please contact:

Customer Service
(800) 650-6787 phone
(800) 785-9212 fax
http://www.hcprobootcamps.com/

We look forward to having you in class!

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