



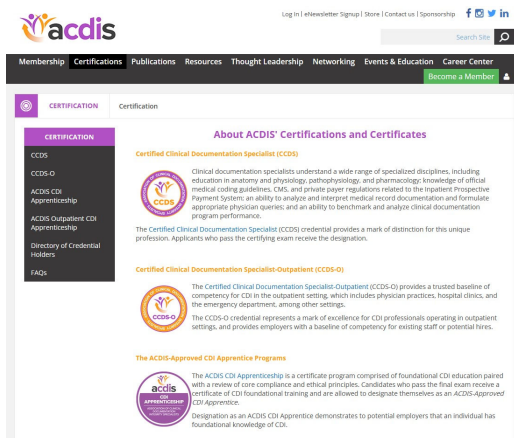
Get Credentialed: An Introduction to the CCDS and CCDS-O

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Where to Find Information

- Visit acdis.org/certification for all the information you need
- The Exam Candidate Handbook provides detailed information on:
 - Application process
 - Domains covered
 - And so much more!



Understanding What the Exams Cover

- Understand the objective
 - The exam tests you on your overall knowledge of the many aspects of CDI for both the inpatient (CCDS) and outpatient (CCDS-O) settings
 - Some concepts we use in everyday practice
 - Some concepts focus on broader topics, regulations, and governance for CDI practice



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CCDS Exam Content Broken Down

- There are a total of 140 questions.
 - 20 questions are pretest questions not included in the scored examination result and are distributed throughout the test
- CCDS Examination content outline:
 - Healthcare regulations, reimbursement, and documentation requirements related to the IPPS: **15 questions**
 - Anatomy and physiology, pathophysiology, pharmacology, and medical terminology: **23 questions**
 - Medical record documentation: **23 questions**
 - Healthcare facility CDI program analysis: **10 questions**
 - Communication skills: **11 questions**
 - *Official Guidelines for Coding and Reporting*: **17 questions**
 - Professionalism, ethics, and compliance: **11 questions**
 - Impact of Reportable Diagnoses on Quality of Care: **10 questions**

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CCDS-O Exam Content Broken Down

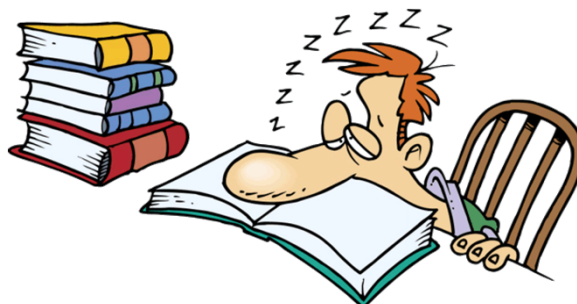
- The CCDS-O examination is 140 questions and is based on five major content areas:
 - Healthcare regulations, reimbursement, and documentation requirements related to the *Official Guidelines for Coding and Reporting* (OCG), the Outpatient Prospective Payment System (OPPS), and provider coding and billing
 - Diseases and disease processes and application to the clinical chart review
 - Risk adjustment models and impact of documentation and coding
 - CDI program concepts: Department metrics and provider education
 - Quality, regulatory, and health initiatives
- For more detailed information on the test questions for CCDS and CCDS-O, visit the ACDIS website:

https://acdis.org/sites/acdis/files/ACDIS_CCDS_CandidateHandbook_March2022.pdf

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How to Prep for the Exam

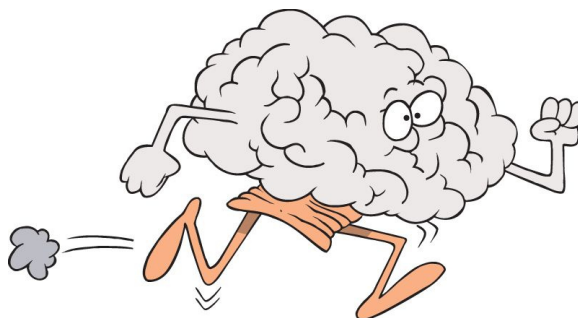
- Schedule the exam! Now you have a goal
- Make time in your daily schedule to study
- Consider resources available to purchase:
 - ACDIS publishes a *Study Guide* book both CCDS and CCDS-O:
 - Both come with a practice test
 - CCDS Exam Prep Class: eLearning class to take online
- If you have it, take the practice test (over and over)
- Based on the practice test results, figure out areas you need to focus on; or review the domains and determine what you are least familiar with
- Use multiple current resources for additional information on topics that are not overly familiar



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Test-Taking Tips

- Get a good night's sleep (studying till 2 a.m. will only make you more nervous)
- Stick to the same routine you would before any exam (it is not the time to change things up)
- Be early if possible (expect the unexpected, Murphy's Law!)
- Don't attempt taking exam on a full bladder! Use the restroom prior to starting
- Check to make sure everything that can be done the night before is done i.e., signing on, taking your picture on computer
- Read over the prep handbook supplied by ACDIS, including the exam agenda, see if there is something you missed.



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What It's Like to Sit for an Exam On-site at a Prometric Facility?

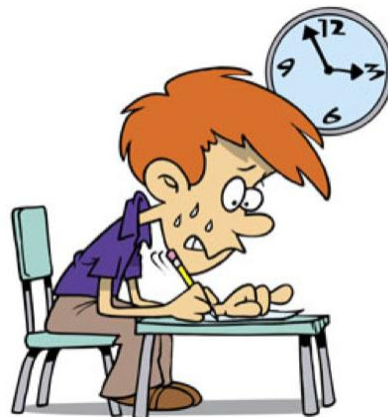


- Be early—there are a few steps you need to go through before sitting down to take the exam
- Have your paperwork ready—you will need the correct ID information
- The exam center employees will have to search you and everything you want to take into the exam room, so read over what is and is not allowed on your person and as a resource
- You will not be in the room alone so make sure your headphones are working properly to negate any noise

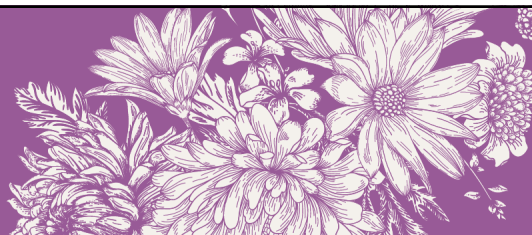
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What It's Like to Sit for a Remote Proctored Exam?

- Some prefer this over a facility: greater comfort, more relaxed
- You will receive an email with detailed instructions: "what to expect" and user guide
- Allowed the same materials (DRG expert/drug book) as the facility testing site
- There are environmental requirements: workstation and surrounding area must be free of pens, paper, electronic devices, etc.
- Can not have paper/pencil for math if needed but there is a scratch pad and calculator provided for the test
- Can enter your info and test the system the night before and check to ensure it works on your computer



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Thank you. Questions?

Don't have a question now, but may have questions later or before the exam?

Send them to: info@acdis.org