ICD-11 Field Trials
Information and Terms of Engagement

Published 17-Mar-2017
Contents

1. Introduction 3
   1.1. Purpose of Document 3

2. Field Trial Structure 4

3. Field Trial tools 4
   3.1. ICD-11 Coding Tool 4
   3.2. ICD-11 Browser 5
   3.3. ICD-FIT 5
   3.4. Delen 5

4. Training 6

5. Field Trial Studies 6
   5.1. Component 1: Line Coding 6
   5.2. Component 2: Case coding 7

6. Communication and support 7

7. Requirements and recommendations for participation 7
   7.1. Hardware and Software requirements 7
   7.2. Resource/time requirements 8
   7.3. Protected time 8

8. Timelines and Action points 8

9. Benefits of involvement 9

10. How to participate 9

11. Terms of Engagement 10
   11.1. Principles and Responsibilities 10
   11.2. Agreement Period 11
   11.3. Payment 11
   11.4. Confirming your Involvement 11
1. Introduction

ICD-11 is currently in development by the World Health Organisation (WHO). The World Health Assembly (WHA) will be briefed on the ICD-11 Mortality and Morbidity Statistics (MMS) in May 2018 with the intention that member countries can adopt the revision when ready. The MMS is the tabular list of ICD-11 that will be used to replace ICD-10, if ICD-11 is adopted.

The ICD revision process started in 2007 with the Alpha phase which was an Initial Review of ICD to produce an early “alpha” draft of ICD. This was a significant planning and development phase where architecture and modelling were discussed and agreed.

During the Alpha Phase new categories were created, categories seen as no longer relevant were retired and changes were made to both the legacy categories and the organisation of the classification. The content model for each entity was also populated.

The alpha draft evolved to a “relatively stable” but unfinished beta draft and this marked the start of the beta phase in which continuous review and improvement of the classification started.

Overlapping the end of the Beta phase is the quality assurance / field trial stage where member countries test the classification and feedback their findings to WHO. WHO will then make necessary changes to ICD-11 in preparation for finalisation of the classification prior to the May 2018 WHA briefing.

The field trials are a key component of the strategy for evaluating the ICD-11 revision and informing its implementation. The field trials are being performed to ensure the functionality and utility of the ICD-11 coding system in a variety of health care settings, as well as to provide input for continuous quality improvement. ICD-11 will be systematically field tested in different settings across the world to ensure it serves its intended purpose and is ready to be adopted.

The field trials are being performed at both the Field Trials Centre (NHS Digital Clinical Classifications Service (CCS)) and at various other organisations and sites, such as NHS Trusts, public health and statistical organisations and system suppliers.

An overview of ICD-11 is available at: https://hscic.kahootz.com/connect.ti/t_c_home/view?objectId=297939#297939. It covers why ICD-11 is being produced, the benefits, the revision process, main structural changes between ICD-10 and ICD-11, ICD-11 electronic tools and field trials and how the classification will be tested and trialled. See also the Further Information section at the end of this document.

1.1. Purpose of Document

This document contains information on the ICD-11 field trials to help organisations/individuals decide whether to volunteer to participate in the field trials and describes the Terms of Engagement for participants who partake in the ICD-11 Quality Assurance Field Trials.
2. Field Trial Structure

The field trials are led internationally by WHO. They provide the field trial methodology, undertake overall analysis and incorporate changes into ICD-11 as a result of the field trials.

WHO has designated Field Trial Centres (FTCs) that will, under WHO’s coordination, manage and supervise the field trials at a national level. NHS Digital is the FTC for England. WHO had originally intended that regional Field Trial Sites would be formed and that testing would be undertaken at these sites; however, in order to reach out to as many participants as possible and to gather as much feedback as possible the trials will be performed by individuals based throughout the country in different organisations. These individuals will be referred to as ‘raters’ or ‘participants’ and in the main this will be clinical coders.

Participants are invited from a variety of settings such as general health care and statistical agencies.

The NHS Digital Clinical Classifications Service (CCS) is co-ordinating the trials and providing training and support to ensure participants understand the requirements of the trials.

The CCS is working with colleagues at the National Centres in Scotland, Wales and Northern Ireland who will coordinate trials in their countries.

The Office for National Statistics (ONS) is coordinating mortality field trials.

3. Field Trial tools

There are a number of online tools and resources, described below, that participants will use when performing the field trials. Detailed user instructions for these will be given in the training pack provided to confirmed participants.

3.1. ICD-11 Coding Tool

There are two online applications for accessing and using ICD-11; the coding tool and the browser (see below for browser details).

The coding tool is used to search for ICD-11 content. The Coding Tool is freely available at: http://icd11ct.cloudapp.net/ct/icd11_mms/en/current#/ but please note that it does not function with Internet Explorer, so an alternative browser such as Chrome or Firefox must be used instead.

The tool works by searching ICD-11 content as the user types terms in the search box and displays further terms in a Word list. Search results are displayed under Destination Entities and the concepts displayed under Destination entities can be viewed in full in the ICD-11 Browser.

See the ICD-11 Overview for further information on the use of the coding tool.
3.2. ICD-11 Browser

The Browser is an application to browse ICD-11. The Browser is a beta draft and a developmental tool for ICD-11. It is updated daily with new content, and as such is not a final version.

The Browser is freely available: http://apps.who.int/classifications/icd11/browse/l-m/en and is linked to from the Coding Tool. A full User Guide is available from the front screen of the Browser.

When using the Browser, users should ensure they are looking in the ICD-11 Mortality and Morbidity Statistics (MMS). The browser indicates that the user is in the MMS at the top left of the screen. If not in the MMS, users can navigate to it under the ‘Linearizations’ tab in the header of the browser and select Mortality and Morbidity Statistics.

The Browser displays the classification hierarchy and the content of each chapter can be viewed by expanding the hierarchy. Clicking on any item in the hierarchy displays the details of that entity.

The browser offers post-coordination functionality whereby more than one code is required to fully reflect a condition and the browser provides the optional additional extension codes. See the ICD-11 Overview for further information on the use of the browser.

3.3. ICD-FiT

The trials are performed in the web-based ICD-FiT platform. The platform includes a dashboard for administration of the trials and is used by the Field Trial Centre Co-ordinators to assign tasks to participants. Administration and assignment of tasks to participants will be co-ordinated in the tool by the CCS. The CCS will also manage/escalate any technical issues to WHO.

Individual field trial participants will log in and see the tasks that they have been assigned. The platform has specific areas in which the core protocols are performed and interfaces with the ICD-11 Coding Tool and Browser.

All data will be delivered to WHO for global analysis according to agreed statistical protocols.

3.4. Delen

Delen is NHS Digital’s specialist collaboration and information sharing platform for the national terminology and classifications standards. Delen contains detailed content relating to: dm+d, ICD-10, ICD-11, OPCS-4 and SNOMED CT as well as links to useful resources that will help users make best use of the standards. Delen’s ICD-11 information page can be found here: https://hscic.kahootz.com/connect.ti/t_c_home/view?objectId=297939&exp=e1.

Delen also allows for collaboration areas to be set up which are accessible only by invitation. These areas allow for a wider range of interaction through discussion forums and document sharing. Confirmed trial participants will be granted access to the ICD-11 collaboration area where they will be able to access the training materials, a communications area, discussion forum, demonstration of the ICD-11 Coding Tool and Browser and ICD-FiT platform. FAQ’s will be added as questions are asked.
4. Training

A number of different resources will be available for trial participants to familiarise themselves with ICD-11 and the tools and training on how the trials are performed.

Participants must have achieved a minimum level of ICD-11 knowledge and competency in the use of the tools before embarking on the live trials. Additional information and resources will be provided for those that wish to learn more about ICD-11. The training will cover:

- the revision process, reasons why ICD-11 has been developed and its uses
- the ICD-11 architecture, structure and key features of ICD-11 versus ICD-10
- the potential benefits of using ICD-11
- the ICD-11 Coding Tool and Browser and how to find a code using ICD-11
- how to use the ICD-FiT platform and how to perform the trials

Participants will also be assigned test cases in the ICD-FiT demo tool in order to practice using the tools prior to the assignment of live testing cases.

Additional instructions and criteria will be provided for Component 2: Case coding which includes selection of the main condition.

The training will be made available to participants on Delen as soon as their involvement is confirmed.

Training is estimated to take between 1-3 days depending on the depth of the training the participant wishes to pursue over and above the minimum required.

5. Field Trial Studies

There are 3 core studies that WHO intend to perform when testing ICD-11. The field trials currently focus on one of these studies; Bridge/line coding which aims to assess the level of agreement between coders when coding the same diagnosis using ICD-10 and ICD-11. This process will ascertain and enhance the comparability between ICD-10 and ICD-11 and show whether the changes between ICD-10 and ICD-11 will affect the classification’s stability.

Further studies may be performed in future and participants will be informed about these as they become available.

5.1. Component 1: Line Coding

Component 1 will consist of coding 300-400 pre and post co-ordinated concepts in the ICD-FiT platform. Participants are provided with a link to the live ICD-FiT platform where they register and will be assigned concepts to code.

Following registration participants will be able to view the cases assigned to them and will work through each case providing the ICD-10 and ICD-11 code(s) for the concept(s) described in the case. The participant will answer set questions on any difficulties they may experience, such as, level of code specificity and presence of ambiguity i.e. code open to more than one interpretation.
Note that when each case is started a timer starts in the background that times how long it takes to make the code assignments, this is so that WHO can compare times taken to code ICD-11 and ICD-10.

The line coding testing is estimated to take approximately 4-5 days and must be completed by 31 May 2017.

5.2. Component 2: Case coding

Component 2 will consist of coding 30-40 case reports in the ICD-FiT platform and participants will be assigned case reports to code.

Each case report will consist of a paragraph describing a patient’s case and participants will assign the appropriate ICD-10 and ICD-11 code(s) for the concept(s) described in the case and will also select the main condition for each case based on the criteria set by WHO for choosing main condition.

The case coding testing is estimated to take approximately 4-5 days and must be completed by 16 June 2017.

6. Communication and support

Delen (see above) will be used to store and access ICD-11 field trial training and familiarisation materials, FAQs for participants and a communications area/forum to communicate any real time information on system issues or update on protocols (these will also be e-mailed to participants).

Participants will be able to contact us via e-mail at ICD-11@nhs.net and this address will be used by the CCS to communicate with participants.

The trials will be administered centrally by the Field Trial Centre Co-ordinators who will grant access to the Delen collaboration page and assign cases to field trial participants.

Any issues that arise should be e-mailed to ICD-11@nhs.net. Any system issues will be logged with WHO by the Field Trial Centre Co-ordinators and a notification will be posted on Delen.

7. Requirements and recommendations for participation

7.1. Hardware and Software requirements

Participants will require:

- Computer with Google Chrome or Mozilla Firefox browsers
- Internet access
- E-mail address
7.2. Resource/time requirements

We appreciate the resource constraints coders work under, their heavy workload, and that April 2017 is a particularly busy month because of end of year activity and the implementation of OPCS-4.8. However, the deadlines are dictated by WHO and we have negotiated extensions to their original dates.

We recommend that participants spread the testing throughout the time period to allow for completion of all cases within the time period and also to perform their everyday tasks, for example, by undertaking a 30 minutes to an hour per day or half to a full day testing each week. Note that the ICD-FiT platform can be accessed at any time for any period of time allowing for participants to work on the field trials as and when they have time.

7.3. Protected time

It is recommended that participants have protected time and a quiet environment to perform the trials where disturbances are kept to a minimum so that full concentration is given to the tasks. Additionally, the work is timed and if a participant breaks off during code assignment this may skew the results.

8. Timelines and Action points

The following timelines are provided to us by WHO and we are reliant on them for the field trial protocols and access to the ICD-FiT tool.

**Confirmation of participation – by 13 April 2017**

Following confirmation you will be:

- granted access to the Delen ICD-11 field trial site in order to access ICD-11 training and awareness
- sent an invitation to register on the ICD-FiT demo platform
- assigned test cases in the ICD-FiT demo platform

*Confirmation will be accepted after this date if participants are able to perform the field trial tests in the remaining time.

**Undertake training and perform test cases in ICD-FiT demo – from mid-March 2017**

Following completion of the training and after performing some test cases in the ICD-FiT demo platform and when you feel you are ready to undertake the live testing, e-mail us at ICD-11@nhs.net and you will be sent an invitation to register on the ICD-FiT live platform

**Field trials begin with assignment of live cases – 3 April 2017**

When the trials begin participants will be assigned test cases in the ICD-FiT live platform

**Completion of component 1: Line coding testing – 31 May 2017**

Upon completion of your live cases please inform us via e-mail at ICD-11@nhs.net.
**9. Benefits of involvement**

Participating in the field trials is an exciting opportunity to be involved in the review of the content of the classification, the browser and coding tool applications prior to finalisation.

Participants will have a unique opportunity to get acquainted with the classification and use it in a real life setting. Involvement will also help stakeholders to quantify and understand the impact of transition from ICD-10 to ICD-11 in terms of human resources, information system changes, casemix, education and training requirements and software changes if ICD-11 is implemented.

Participation offers an excellent development opportunity for coders to get involved in shaping the classification so that it meets UK health care information requirements.

The trials will allow NHS Digital and WHO to identify areas of concern within the new classification which could hamper or lead to delays in implementation. It is important that the actual people who are using ICD-10 on a day to day basis to code patient medical records are involved in its development to ensure it meets their needs and subsequently the needs of their trust.

This invaluable input and feedback from stakeholders will allow NHS Digital to understand the benefits to be gained from moving to ICD-11 and the likely timeframe, barriers and issues which will inform a decision to implement ICD-11.

**10. How to participate**

If, after reading this document, you are able to commit time to performing the field trials please read the Terms of Engagement below.
11. Terms of Engagement

The purpose of these Terms of Engagement (ToE) are to set out at a high level the respective roles and responsibilities and ways of working for the collaboration between NHS Digital and all participants who partake in the ICD-11 Quality Assurance Field Trials.

These Terms of Engagement is for the benefit of the Parties and is not intended to be legally binding but both Parties enter into the agreement intending to honour all their obligations.

These Terms of Engagement are not a funding based arrangement between the Parties.

11.1. Principles and Responsibilities

Both Parties to this agreement shall:

- comply with the responsibilities set out in these Terms of Engagement
- consult with each other on any activity that will potentially impact the other and agree a joint decision and way forward.
- co-operate with each other and openly share information and keep each other informed to enable them to comply with their respective responsibilities.

11.1.1. What you can expect of us

Participants will be able to contact the FTC at NHS Digital via email at ICD-11@nhs.net during the trial period.

1. As the ICD-11 Field Trial Centre we will provide all participants with access to;
   - training materials, including self-teach and recorded demonstrations
   - additional ICD-11 materials to enable familiarisation
   - access to the ICD-FiT demonstration and live tooling environments

2. Any issues that arise should be e-mailed to ICD-11@nhs.net.

3. Any system issues will be logged with WHO by the Field Trial Centre Co-ordinators and they will facilitate a response.

4. In addition the Field Trials Centre will be responsible for effectively communicating changes to the timescales and/or activities should these be disseminated from the World Health Organisation.

11.1.2. What we expect of you

Participants will be expected to;

- Read the ICD-11 Field Trials Information carefully and discuss and agree their involvement with their manager. Confirmation of this will be required in the form of an email confirming approval.
- At a high level we estimate the following time commitments:
## Activity | Days effort | Completion Date | Additional Information
---|---|---|---
A. Training | 1-3 days | | Training is split into mandatory and optional depending on individual requirements.
B. Line Coding | 3-5 days | 31st May 2017 | Code set 300-400 concepts
C. Case Coding | 3-5 days | 16th June 2017 | Code Set 30-40 cases

This represents the full set of activities relating to the current field trials, you may complete activity B and/or C and this should be stated during the confirmation process allowing the FTC to manage this.

- Activity A. Training is mandatory; participants will be required to complete the minimum set of training before access to the LIVE environment is granted by the FTC.
- During the training and testing phase, the Field Trial Centre will not dictate individual timescales other than agreed completion date. However participants should manage their time effectively in order to complete the assigned tasks within the given timeframes, see Resource/time requirements.

### 11.2. Agreement Period

These terms will run from the date at which involvement is confirmed until completion of the agreed set of codes assigned.

Any variation to this ToE in respect of the content and responsibilities must be agreed by both parties. Therefore if you feel during the process that you will be unable to complete please inform the Field Trial Centre as soon as possible.

### 11.3. Payment

There is no monetary value associated with this Terms of Engagement.

### 11.4. Confirming your Involvement

In order to confirm your involvement e-mail us at information.standards@nhs.net as soon as possible but no later than 13 April 2017 with the subject ‘ICD-11 Field Trial Confirmation of Involvement’ stating:

- That you confirm that you are able to participate in the field trials
- That you are able to undertake the training and either activity B or C, or B and C.

Should you have any questions please contact us at information.standards@nhs.net