To\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

*Beginning on* ***October 1, 2015*** *ICD-10, the International Classification of Diseases, 10th Edition, will go into effect and ICD-10 will replace ICD-9, the current set of diagnosis and procedure codes. This transition to ICD-10 affects everyone covered by the Health Insurance Portability and Accountability Act of 1996 (HIPAA).* Our organization is in the process of making this transition to ICD-10 and our records indicate that our mutual client \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DOB \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ was given the DSM IV/ICD-9 diagnosis of *(please list all)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_by your office or through your referral documentation.   
Included is a signed release from the client to disclose Personal Health Information. Please provide us below with the client’s diagnosis updated to the DSM 5 and/or ICD-10 procedure code so that we may update our records to meet CMS regulations. If you need more space please attach an additional sheet.

Thank you for your assistance in addressing this matter. If you need any further assistance please feel free to reach out to me directly.

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| **Updated Psychiatric Diagnoses (DSM 5)** |  | | |
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| **Updated Medical Diagnoses (ICD-10)** | |  |
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Sincerely,

(INSERT PROGRAM DIRECTOR/CONTACT INFO HERE)