Assessment Requirements for HLTADM007 Complete highly complex clinical coding

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Modification History

Release	Comments
Release 1	This version was released in *HLT Health Training Package release 2.0* and meets the requirements of the 2012 Standards for Training Packages.
	Minimal changes to the elements and performance criteria. New evidence requirements for assessment, including volume and frequency. Removed prerequisite.

Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role. There must be evidence that the candidate has:

- used current coding manuals and standards to produce accurate and complete coded clinical data from a varied and highly complex casemix for at least 10 patients:
    - identified coding issues and conducted research using appropriate materials/resources and or clinical input to generate solutions
    - identified sequencing requirements
    - identified, interpreted and applied necessary amendments to data collection and coding activities
    - used appropriate resources to assist with highly complex clinical coding requirements
    - used manual or an interfaced computerised coding system to submit data or disease index

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the work role. This includes knowledge of:

- the broad health industry context for clinical coding
- coding factors influencing health status
- definition of a clinical coder and clinical coding, and the purpose of coded data
- current codes of practice and guidelines in relation to clinical coding, including professional ethics
- Australian and relevant state/territory clinical coding standards and protocols

- the way rules and conventions are applied to clinical data to achieve correct clinical codes
- sequencing protocols for principal and additional diagnoses
- timescales within which clinical coding must take place
- classifications and nomenclature used to achieve accurate clinical coding
- clinical data indexing, storage and mapping from clinical terms of classifications
- comprehensive knowledge of medical terminology and body systems
- sources of information relating to changes to clinical coding requirements
- resources used to solve clinical coding problems
- coding classifications relating to:
  - congenital malformations and deformations
  - endocrine, nutrition and metabolic diseases
  - injuries and external causes of injuries
  - neoplasms
  - infectious diseases
  - blood disorders
  - poisoning and external causes of poisoning
  - symptoms, signs and abnormal clinical findings
- coding relating to:
  - circulatory system
  - dermatology and plastic surgery
  - drugs, alcohol and mental health
  - ear, nose, throat and dental
  - endocrine system
  - gastrointestinal and hepatobiliary systems
  - genitourinary system
  - haemotology
  - immunology and infectious diseases
  - neonatology and paediatrics
  - neurology and neurosurgery
  - oncology
  - ophthalmology
  - orthopaedics
  - poisoning, adverse reactions, post-procedural complications and sequelae of injuries, poisoning and other external causes
  - pregnancy and childbirth and the puerperium
  - respiratory system
  - trauma

SkillsIQ

Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including:
  - medical records reflecting a varied and highly complex casemix from range of specialties
  - ICD-10-AM, ACHI and ACS coding manual
- modelling of industry operating conditions, including:
  - presence of time constraints for coding activities
  - integration of situations requiring problem solving

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705