



Australian Government

HLTCCD007 Undertake moderately complex clinical coding

Release: 2

HLTCCD007 Undertake moderately complex clinical coding

Modification History

Release	Comments
Release 2	Release 2 HLTCCD007 Undertake moderately complex clinical coding supersedes and is equivalent to Release 1 HLTCCD007 Undertake moderately complex clinical coding. Updated: Mapping details and minor corrections.
Release 1	HLTCCD007 Undertake moderately complex clinical coding supersedes and is not equivalent to HLTADM006 Undertake complex clinical coding.

Application

This unit describes the performance outcomes, skills and knowledge required to assign clinical classification codes to an admitted episode of care using patient and clinical data from moderately complex patient health care records.

This unit applies to clinical coders who are responsible for interpreting and extracting patient clinical information for the purposes of clinical coding. Work may be performed as an individual or as part of a team under limited supervision.

The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian standards and industry codes of practice.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Note: Units marked with an asterisk* include one or more prerequisite units of competency. Refer to unit of competency for prerequisite requirements.

Unit code	Unit title
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HLTCCD006 *	Undertake basic clinical coding.
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Competency Field

Clinical Coding

Unit Sector

Health Administration

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

1. Abstract clinical data from moderately complex patient health care records.
2. Assign codes to episodes of care relating to moderately complex patient health care records.
3. Clarify coding queries.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1. Interpret and apply the Australian coding standards (ACS) to identify clinical data from moderately complex patient health care records.
- 1.2. Select conditions, diseases or procedures for coding from moderately complex patient health care records.
- 1.3. Identify principal diagnosis for admissions when coding from moderately complex patient health care records.
- 1.4. Identify additional diagnoses for admissions.
- 1.5. Identify interventions for admissions.
- 2.1. Assign diagnosis and intervention codes according to current classification indices, standards and conventions.
- 2.2. Determine sequencing of diagnoses codes according to current classification standards and conventions.
- 2.3. Assign condition onset flag (COF).
- 2.4. Determine sequencing of intervention codes according to current classification standards and conventions.
- 2.5. Use resources to assist in making coding decisions.
- 2.6. Complete process of assigning codes from moderately complex patient health care records.
- 2.7. Review and validate Diagnosis Related Group (DRG) assigned to episode of care.
- 3.1. Identify additional and missing information and clarifications required for accurate coding.
- 3.2. Formulate written coding queries and forward to clinical health care professionals according to Australian Coding Standards (ACS) and Clinical Coding Practice Framework (CCPF).
- 3.3. Make verbal enquiries with clinical health care professionals according to national guidelines and organisational policies, procedures and protocols.

- 3.4. Refer unresolved issues concerning clarity and accuracy of the clinical documentation and data according to organisational policies and procedures.
 - 3.5. Identify administrative data factors required for coding including ventilation hours and neonatal admission weight.
 4. Maintain coding resources.
 - 4.1. Address changes to data collection and coding requirements according to relevant standards, protocols and legislation.
 - 4.2. Amend data collection and coding activities in line with organisational policies and procedures.
 - 4.3. Identify and address own knowledge and skills gaps to ensure deficits are addressed.
 5. Participate in coding audits.
 - 5.1. Identify and prepare patient health care records for coding audit according to organisational policies and procedures.
 - 5.2. Independently validate own coding and interpret and resolve coding error findings across moderately complex patient health care records.
 - 5.3. Participate in processes to review coding audit findings.

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

HLTCCD007 Undertake moderately complex clinical coding supersedes and is not equivalent to HLTADM006 Undertake complex clinical coding.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705>