



Australian Government

Assessment Requirements for HLTCCD009 Undertake a clinical coding audit

Release: 2

Assessment Requirements for HLTCCD009 Undertake a clinical coding audit

Modification History

Release	Comments
Release 2	Release 2 HLTCCD009 Undertake a clinical coding audit supersedes and is equivalent to Release 1 HLTCCD009 Undertake a clinical coding audit. Updated: Mapping details and minor corrections.
Release 1	HLTCCD009 Undertake a clinical coding audit no equivalent unit.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- perform an audit on 50 episodes of care including a minimum of:
 - 25 moderately complex episodes of care
 - 5 highly complex episodes of care
- record errors in above coded data
- undertake above audit activities within industry guidelines.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- factors that impact on classification allocation:
 - impact of specific diagnosis and intervention codes
- purposes of internal and external audits
- financial implications of clinical coding
- audit methodologies
- audit processes and industry guidelines for:
 - scope and criteria for audit
 - selection of methodology
 - procedures for documenting and justifying coding variances

- procedures for reporting
- procedures for following up results
- data sampling methods
- continuous quality improvement (CQI) process
- organisational policies and procedures for:
 - accessing, using, securing and releasing data
 - communicating audit results.

Assessment Conditions

Skills must be demonstrated in the workplace or in a simulated environment that reflects workplace conditions.

Assessment must ensure access to:

- a range of real-life patient health care records or de-identified real patient health care records either electronic or hard copy, that reflect current clinical practice
- current Australian coding classifications
- medical dictionary or other equivalent medical resource
- organisational policies and procedures
- personnel who would commonly participate in formal and informal meetings relating to internal and external audits

Assessors must satisfy the Standards for Registered Training Organisations' 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>