

## 40XXX Apply clinical coding principles and processes in a health and wellbeing setting

<b>Kaupae   Level</b>	5
<b>Whiwhinga   Credit</b>	30
<b>Whāinga   Purpose</b>	<p>This skill standard is intended as an introductory assessment of skills for people who are engaged in clinical coding work.</p> <p>People credited with this skill standard are able to summarise the key principles of clinical coding, review a person's clinical documentation and extract appropriate diagnosis and procedure codes, allocate diagnosis and procedure codes, interpret ACS for ICD10-AM and ACHI, and interpret National Coding Advice from the Independent Health and Aged Care Pricing Authority (IHACPA), New Zealand Coding conventions, and New Zealand Coding Authority (NZCA) advice.</p>

### Hua o te ako me Paearu aromatawai | Learning outcomes and assessment criteria

Hua o te ako   Learning outcomes	Paearu aromatawai   Assessment criteria
1. Summarise the key principles of clinical coding.	a. Define the term 'clinical coding'.
	b. Define ICD-10-AM and ACHI.
	c. Define the terms 'morbidity' and 'mortality'.
	d. Explain the relevance of Australian Coding Standards (ACS).
	e. Outline key principles of ACS coding standards.
	f. Outline the structure and organisation of the ICD-10-AM Tabular List of Diseases and the Alphabetic Index.
	g. Identify lead terms in selected diagnoses.
	h. Apply ICD-10-AM New Zealand coding conventions to the coding of diseases.
	i. Outline the organisation and hierarchy of the ACHI Tabular List of Interventions.
	j. Outline the organisation of the Alphabetic Index of

	Diseases.
	k. Summarise use of Code of Ethics and the Clinical Coder's Creed.
2. Review a person's clinical documentation and extract appropriate diagnosis codes.	a. Demonstrate an understanding of medical complications of care.
	b. Appraise clinical information to determine the current health status of a person.
	c. Assess the discharge summary within a person's clinical record.
	d. Review a person's clinical record and extract appropriate clinical documentation.
	e. Appraise clinical documentation and define the principal diagnosis for admission as per ACS 0001.
	f. Appraise clinical documentation and define any additional diagnosis as per ACS 0002.
	g. Appraise clinical documentation and determine any external causes of injury.
	h. Classify adverse drug events to the correct drug diagnosis code.
	i. Determine appropriate supplementary conditions.
3. Review a person's clinical documentation and extract appropriate procedure codes.	a. Assess the discharge summary within a person's clinical record.
	b. Review a person's clinical record and extract appropriate clinical documentation.
	c. Identify any operation notes.
	d. Appraise a person's clinical documentation and define the principal medical procedure.
	e. Assign additional procedure codes as per ACS 0042.

	f. Summarise the differences between cerebral and conduction anaesthesia.
	g. Distinguish between the different procedure types to apply the hierarchy of procedure code order as per ACS 0016.
	h. Illustrate application of ACS 1615.
4. Allocate diagnosis and procedure codes.	a. Determine the lead term for a person's diagnoses.
	b. Determine the lead term for a person's procedures.
	c. Identify any ACS that need reviewing prior to code allocation.
	d. Identify note instructions at the beginning of the Diseases Tabular to inform code allocation.
	e. Identify note instructions at the beginning of the Interventions Tabular to inform code allocation.
	f. Allocate instructional notes within coding using the Diseases Tabular and Interventions Tabular.
	g. Assign own instructional notes to codes or sections.
	h. Demonstrate the ability to search via code, lead-term, sub-term, ACS, or via electronic index.
5. Interpret ACS for ICD10-AM andACHI.	a. Define the purpose of ACS for ICD-10-AM andACHI.
	b. Review the ACS table of contents to source appropriate standards for instruction.
	c. Apply practical clinical scenarios based on ACS examples.
6. Interpret National Coding Advice from the Independent Health and Aged Care Pricing Authority (IHACPA), New Zealand Coding conventions, and New Zealand	a. Define the purpose of National Coding Advice.
	b. Recognise when to use coding rules when guided by the Interventions and Diseases Tabulars.

Coding Authority (NZCA) advice.	c. Analyse a clinical scenario against National Coding Advice to ascertain the appropriate clinical code application.
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## Pārongo aromatawai me te taumata paearu | Assessment information and grade criteria

### Assessment Specifications:

- Evidence for the practical components of this skill standard must be generated in a clinical coding setting under guidance, and must reflect best practice - including legal, cultural and ethical considerations. Practice must follow organisational policies and procedures.

## Ngā momo whiwhinga | Grades available

Achieved.

## Ihirangi waitohu | Indicative content

- Theoretical knowledge for allocating the correct Principal Diagnosis, Principal Procedure, Australian Coding Standard, and National Coding Advice.
- Clinical documentation for extracting accurate diagnosis and procedure codes from discharge summaries.
- Clinical documentation for extracting accurate diagnosis and procedure codes for the following clinical scenarios: infectious and parasitic disease, diabetes mellitus, pregnancy, childbirth and the puerperium, neonates, cardiology, orthopaedics, COVID-19, neoplastic disease, and injuries and poisonings.

## Rauemi | Resources

- IHACPA. (2023). *National Coding Advice*. Available at <https://www.ihacpa.gov.au/resources/national-coding-advice>

## Pārongo Whakaū Kounga | Quality assurance information

<b>Ngā rōpū whakatau-paerewa  </b> Standard Setting Body	Toitū te Waiora Community, Health, Education, and Social Services Workforce Development Council
<b>Whakaritenga Rārangi Paetae Aromatawai  </b> DASS classification	Community and Social Services > Health, Disability, and Aged Support > Core Health
<b>Ko te tohutoro ki ngā Whakaritenga i te Whakamanatanga me te Whakaōritenga  </b> CMR	0024

Hātepe   Process	Putanga   Version	Rā whakaputa   Review Date	Rā whakamutunga mō te aromatawai   Last date for assessment
Rēhitatanga   Registration	1	DD MM 2025	N/A
Kōrero whakakapinga   Replacement information	N/A		
Rā arotake   Planned review date	31 December 2030		

Please contact Toitū te Waiora Community, Health, Education, and Social Services Workforce Development Council at [qualifications@toitutewaiora.nz](mailto:qualifications@toitutewaiora.nz) to suggest changes to the content of this skill standard.