Clinical Coding Training Package Product Update Draft 2 Validation

Clinical Coding Webinar

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SkillsIQ Limited

- Not-for-profit organisation appointed by the Commonwealth Government as a Skills Service Organisation (SSO)

- Funded by the Commonwealth Department of Education, Skills and Employment to support 19 Industry Reference Committees in the people-facing industries, including the Technicians Support Services IRC

- Develops national skills standards, to ensure skills are relevant for jobs in industry and to meet critical skills gaps and shortages

- Undertakes workforce development and research projects and is active in government strategy and policy development.

Key Players and Acronyms

- <u>Australian Industry and Skills Committee (AISC)</u> – <u>www.aisc.net.au</u>

  oversees endorsement of Training Package Products

- <u>Industry Reference Committees (IRCs)</u>

  oversee development of Training Package Products

- Technical Advisory Committees (TACs)

  provide specialist knowledge and make content recommendations

- <u>Skills Service Organisation (SSO)</u> - <u>www.skillsiq.com.au</u>

  provides technical and engagement support to IRCs and TACs
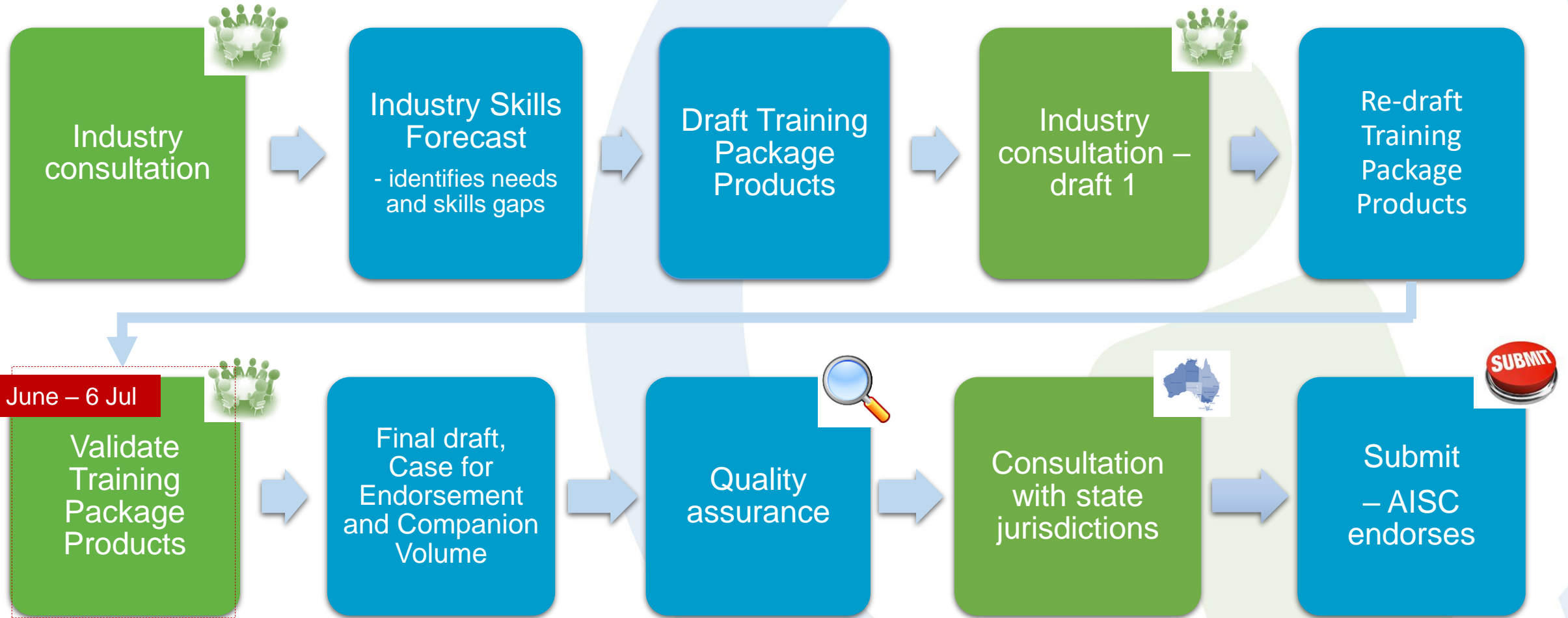
Our Industry Reference Committees

- Aboriginal and Torres Strait Islander Health Worker

- Aged Services

- Ambulance and Paramedic

- Children's Education and Care

- Client Services

- Community Sector and Development

- Complementary Health

- Dental

- Direct Client Care and Support

- Disability Support

- Enrolled Nursing

- First Aid

- Local Government

- Personal Services

- Public Sector

- Sport and Recreation

- Technicians Support Services

- Tourism, Travel and Hospitality

- Wholesale and Retail Services.

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Session Outline

- Training Package Product Development Process

- Project Background

- Draft 2 Qualification

- Draft 2 Key Changes - Skill Set

- Draft 2 Key Changes - Units of Competency

- Providing Feedback

- Next Steps

Stages of Review and Development of Training Packages

Industry consultation → Industry Skills Forecast - identifies needs and skills gaps → Draft Training Package Products → Industry consultation – draft 1 → Re-draft Training Package Products

12 June – 6 Jul

Validate Training Package Products → Final draft, Case for Endorsement and Companion Volume → Quality assurance → Consultation with state jurisdictions → Submit – AISC endorses

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Project Background

The following key areas were considered for the development of Draft 1:

➢ Access to appropriate skills and knowledge, in order to meet the current and future needs of the Australian health care system

➢ Employers having access to more job-ready graduates who require less on-the-job mentoring and have acquired the minimum level of competency to allow them to begin work at an entry level in any jurisdiction

➢ The creation of a consistent standard of practice for clinical coders.

Draft 1 – December 2019

- Diploma of Clinical Coding – Nine core Units

- Clinical Coding Auditor Skill Set

- Eight **new** Units of Competency

- Three existing Units of Competency updated

- Workshops in major cities

- Webinars and email consultation

- SkillsIQ Feedback Forum

Draft 2 New Qualification

➢ A new qualification, the *Diploma of Clinical Coding*, has been developed which includes the following eight core Units of Competency:

    HLTCCD001 Understand the role of clinical coding within the health care system
    HLTCCD002 Interpret and navigate health care records
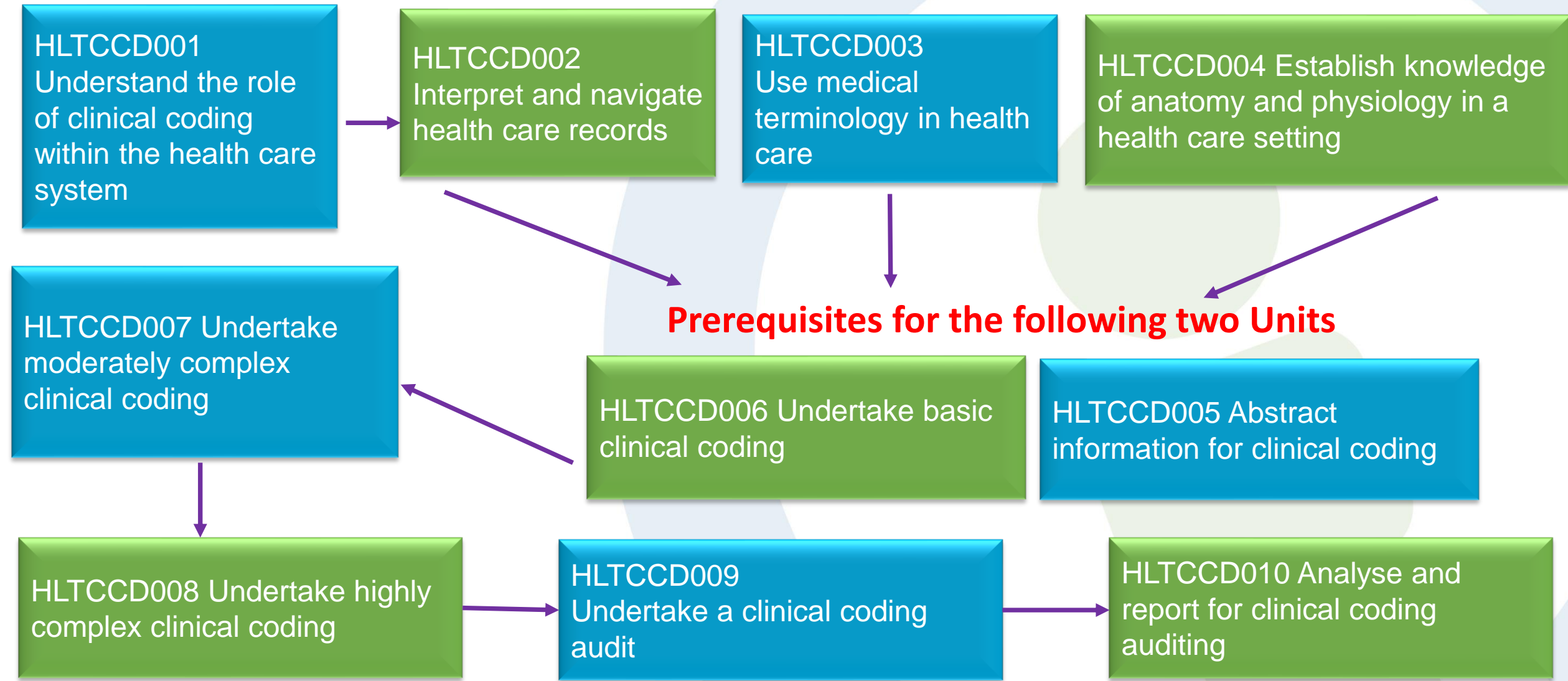   HLTCCD003 Use medical terminology in health care
    HLTCCD004 Establish knowledge of anatomy and physiology in a health care setting
    HLTCCD005 Abstract information for clinical coding
    HLTCCD006 Undertake basic clinical coding
    HLTCCD007 Undertake moderately complex clinical coding
    HLTWHS001 Participate in workplace health and safety

➢ There are no elective choices in this qualification due to the highly specific nature of the skills required.

➢ Feedback suggested that the former content of HLTCCD005 Apply principles of privacy and confidentiality in health care should be incorporated with HLTCCD002 Interpret and navigate health care records. As a result, the packaging rules have been revised and the Units have been combined.

Draft 2 Key Changes – Skill Set

➢ A new skill set, Clinical Coding Auditor Skill Set, has been developed for experienced clinical coders seeking to broaden their skills to include clinical coding auditing.

➢ The Skill Set comprises the following Units:
> HLTCCD008 Undertake highly complex clinical coding
> HLTCCD009 Undertake a clinical coding audit
> HLTCCD010 Analyse and report for clinical coding auditing

➢ Unit codes updated.

Draft 2 Key Changes – Units of Competency

➢ The following three clinical coding Units of Competency have been updated in terms of content and Unit codes:

HLTADM005 Produce coded clinical data
(now to be superseded by HLTCCD006 Undertake basic clinical coding)

HLTADM006 Undertake complex clinical coding
(now to be superseded by HLTCCD007 Undertake moderately complex clinical coding)

HLTADM007 Complete highly complex clinical coding
(now to be superseded by HLTCCD008 Undertake highly complex clinical coding)

➢ Detailed mapping information is available on pages 13-18 of the Draft 2 Clinical Coding Validation Guide.

Draft 2 New Units of Competency

➢ The following seven **new** Units of Competency have been developed:

HLTCCD001 Understand the role of clinical coding within the health care system

HLTCCD002 Interpret and navigate health care records

HLTCCD003 Use medical terminology in health care

HLTCCD004 Establish knowledge of anatomy and physiology in a health care setting

HLTCCD005 Abstract information for clinical coding

HLTCCD009 Undertake a clinical coding audit

HLTCCD010 Analyse and report for clinical coding auditing.

Draft 2 Prerequisites

HLTCCD001 Understand the role of clinical coding within the health care system

HLTCCD002 Interpret and navigate health care records

HLTCCD003 Use medical terminology in health care

HLTCCD004 Establish knowledge of anatomy and physiology in a health care setting

HLTCCD007 Undertake moderately complex clinical coding

Prerequisites for the following two Units

HLTCCD006 Undertake basic clinical coding

HLTCCD005 Abstract information for clinical coding

HLTCCD008 Undertake highly complex clinical coding

HLTCCD009 Undertake a clinical coding audit

HLTCCD010 Analyse and report for clinical coding auditing

Draft 2 Key Changes – Clinical Coding Units of Competency

➤ Draft 2 Units of Competency have been updated in terms of
- ❑ Unit codes
- ❑ Terminology - References to the following terms have been updated throughout all the Units of Competency, for consistency.
  - ❖ 'health professionals' have been revised to 'health care professionals'
  - ❖ 'medical record' has been revised to 'health care record'
  - ❖ 'paper-based' has been revised to 'hard copy'
  - ❖ 'digital' has been revised to 'electronic'
- ❑ Assessment Conditions
  - ❖ Wording reviewed to ensure consistency and comprehension
  - ❖ Scope of health care records clarified in all the Units of Competency.

➤ A detailed Summary of changes from Draft 1 to Draft 2 is available on pages 6-9 of the Draft 2 Clinical Coding Validation Guide.

Seeking Feedback from Industry Stakeholders on Draft 2

Qualification

- Does the qualification provide a clear and accurate description of the skills outcomes for the qualification?

- Are the packaging rules for the core composition of Units attainable at a Diploma level?

Skill Set

- Does the skill set reflect the skill requirements for clinical coding auditing?

- Is the composition of Units suitable for experienced clinical coders seeking to broaden their skills to include clinical coding auditing?

Seeking Feedback from Industry Stakeholders on Draft 2 Units of Competency

Overview

- Are all draft Units required?
- Are there any essential prerequisites that should be nominated?
- Are there any additional Units of Competency required?

Elements and Performance Criteria

- Do the Elements and Performance Criteria accurately describe what people do in Clinical Coding job roles? If not, what could be added?
- Do the Performance Criteria adequately describe the level of proficiency?

Performance Evidence

- Is the suggested volume (sufficiency) of evidence appropriate? Too little, too much?
- Are the statements clear? Would assessors understand exactly what they must do?

Knowledge Evidence

- What is the essential knowledge required of an individual in order to perform the tasks described in the Performance Criteria? Is the Knowledge Evidence requirement specific enough?
- Is there anything which should be added or deleted?

Assessment Conditions

- Are the nominated environments appropriate?
- Are the statements clear? Would assessors understand what they must provide for assessment?

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Public Consultation

➢ Open until 6th July 2020

➢ Consultation activities include Webinars and the SkillsIQ Online Feedback Forum

➢ Feedback to be considered by Clinical Coding TAC and Technicians Support Services IRC prior to Case for Endorsement.

https://www.skillsiq.com.au/CurrentProjectsandCaseStudies

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SkillsIQ's Online Feedback Forum

https://www.skillsiq.com.au/FeedbackForum/FeedbackHome

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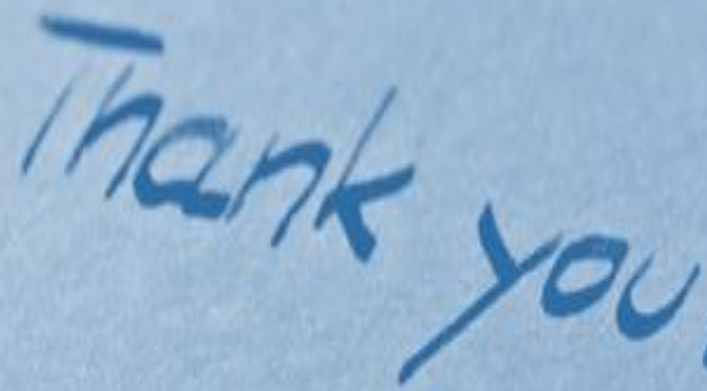**E** Devika.Mudaliar@skillsiq.com.au

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