

The units of competency for this course have been grouped into four clusters with each cluster being delivered separately according to the relevant timetable.

Cluster		Unit Code	Unit Title	Volume of Learning
1	Work effectively in the health industry	VU21652 HLTHIR402D BSBWHS201A BSBMED305B	Apply knowledge of the health system for clinical coding Contribute to organisational effectiveness in the health industry Contribute to the health and safety of self and others Apply the principles of confidentiality, privacy and security in the medical environment	100 hours
2	Apply medical terminology to clinical coding	BSBMED301B VU21654	Interpret and apply medical terminology appropriately Analyse clinical documentation	300 hours
3	Perform clinical coding	VU21653 VU21655 VU21656	Prepare for clinical coding Abstract clinical information to support clinical coding Assign codes to an episode of care	300 hours
4	Work effectively as a clinical coder	BSBWOR401A VU21657 BSBWOR501B	Establish effective workplace relationships Participate in clinical coding audits Manage personal work priorities and professional development	150 hours

Course outcomes

Graduates of this course will have the following theoretical knowledge:

- principles of the operation of and reporting requirements for health information services
- concepts underpinning human anatomy and physiology
- factors which may affect patient's health status
- principles of health service funding models

Graduates of this course will have the following factual knowledge:

- health classifications and standards used by clinical coders
- roles, responsibilities, functions and authorities of health care professionals
- structure and physiology of normal functioning of body systems
- patient management across clinical disciplines and its documentation and recording requirements
- medical terminology including the meaning of Latin roots, suffixes and prefixes

Graduates of this course will have the cognitive skills to:

- accurately interpret the health information statutory and legislative reporting requirements of a health service
- analyse clinical data to accurately assign and audit codes
- analyse patient information documentation to identify principal diagnosis, additional diagnoses and interventions
- identify sequencing of diagnoses and interventions
- identify and address incomplete clinical documentation
- interpret error reports to identify and address clinical coding issues

Graduates of this course will have the technical and communication skills to:

- accurately code and audit data
- use relevant technology
- address deficiencies in documentation with relevant clinicians
- communicate effectively within their work team/s