

D&A

CLINICAL CODING

Auditing

Training

Coding

Consultancy



We believe the provision of a personal service
to suit individual needs
at a realistic price
is paramount
to all our customers

About us

D & A Clinical Coding Consultancy Limited is a very successful independent company specialising in providing a personalised Clinical Coding service to the NHS nationwide.

Experience in working with hospitals, trusts, commissioners and other healthcare organisations over many years has made D & A one of the leading specialists in Clinical Coding services.

D & A was established in 2005 by Alison Bird ACC. Alison had previously been a Classification Advisor for the NHS Information Authority after working at two NHS Hospitals at all levels within the Clinical Coding Departments. In 2006 Denise McCafferty ACC joined D & A as Co Director. Denise had also been working as a Classification Advisor for the NHS Information Authority, previously working as a Coding Manager and then at Trent Clinicode as a Tutor and Auditor.

Denise and Alison have personally mentored all staff that work for D & A ensuring that they work to the highest standards that D & A expect and between them have over 150 years coding experience as Managers or Team Leaders.

Why is Clinical Coding Important?

Clinical Coding is "the translation of medical terminology as written by the clinician to describe a patient's complaint, problem, diagnosis, treatment or reason for seeking medical attention, into a coded format" which is nationally and internationally recognised.

Clinical Coding, of both diagnosis and procedures, is identified as a particularly important under Payment by Results – as these provide the two main determinants of the Healthcare Resource Group (HRG) that a patient is assigned to. This, in turn, links to payment.

Accurate coding and data quality are vital to all Trusts to enable effective review of services to ensure that the best healthcare is provided, as well as being necessary for the appropriate financial reimbursement for all the work done, under PbR.

Incomplete coding translates to loss of income for Trusts, while inaccurate coding leads to inaccurate payments, which can impact negatively on the finances of providers or commissioners.

The codes are also used to support many other functions both Clinically and Statistically.

These functions include:

Clinically - Clinical Governance, Clinical Audit and Outcome and Effectiveness of Patient's Care and Treatment.

Statistically - Payment by Results, Cost Analysis, Mortality Analysis, Commissioning, Aetiology Studies, Health Trends, Epidemiology Studies, Clinical Indicators and Casemix Planning.

With this in mind D&A provides a very comprehensive Clinical Coding Service which includes Auditing, Training, Mentoring, Consultancy and Coding.

Auditing

D & A provide Clinical Coding audits for a number of purposes.

We can provide yearly Information Governance audits covering all coding requirements.

Other typical audits are:

- Payment by Results
- Data Quality
- Commissioner Assurance
- Mortality and Specialty

Audit packages include pre audit discussion/meeting, case note audit, post audit meeting and a written report identifying training requirements and in depth HRG analysis.

Our NHS Connecting for Health Registered Clinical Coding Auditors have taken the National Clinical Coding Qualification (UK), gained Accredited Clinical Coder (ACC) status and have completed the NHS CfH Clinical Coding Auditor Programme. Our Auditors are regularly monitored and assessed by CfH, Audit Commission and ourselves.

Training

All our Trainers are NHS CfH Approved Trainers. Approved Clinical Coding Trainers have taken the National Clinical Coding Qualification (UK) and have gained Accredited Clinical Coder (ACC) status and have completed the NHS CfH Clinical Coding Trainer Programme. As part of this, they have successfully completed and been awarded the Training Foundation's Certificate in Training Delivery Skills under the Trainer Assessment Programme (TAP).



We have been recognised by TAP for the Gold Queens Award in that all our courses conform to their requirements and our Trainers are regularly assessed.

Information Governance

In order to achieve Level 3, a Trust must be seen to be providing a training programme for Clinical Coders, ensuring that the courses are comprehensive and conform to National Standards. Clinical Coders must also receive update training at regular intervals.

Training Courses

We offer a full range of Training Courses and Specialty Workshops using CfH approved materials and also our own Specialty Based courses which conform to National Standards and supports continuous professional development for all Clinical Coders.

Courses can be tailored to suit individual Trusts needs and all course materials are provided, with the exception of the current ICD Volumes 1, 2 and 3 and OPCS Tabular and Index.

Connecting for Health Courses:

- Circulatory & Vascular
- Clinical Coding Refresher Course
- Obstetric & Perinatal
- Mental Health Foundation.
- Clinical Coding Foundation Course
- NCCQ (UK) Revision Workshop
- Orthopaedics

Speciality Workshops

- | | | |
|------------------------|-------------------------------|---------------------------|
| • Anatomy & Physiology | • Chemotherapy & Radiotherapy | • Circulatory & Vascular |
| • Endoscopy | • ENT | • General Surgery |
| • Gynaecology | • Hand & Foot Surgery | • Mental Health Refresher |
| • Mother & Baby | • Neoplasm | • Neurosurgery |
| • Ophthalmology | • Plastics | • Rehabilitation |
| • Respiratory | • Spinal | • Trauma & Orthopaedics |
| • Urology/Renal | | |

These are 1-2 day workshops enabling experienced Clinical Coders to further develop their knowledge and skills.

The courses incorporate National Standards, international rules and conventions and details best practice in Clinical Coding.

Audit Report Writing

We can also provide a Clinical Coding Audit Report Writing Course, which enables successful delegates to attend the CfH Clinical Coding Audit Workshop.

Awareness Sessions

To familiarise Clinicians, Managers, Audit and Information Staff with the importance of Clinical Coding and covers Coding, Data Quality, HRG and PbR.

Data Extraction

A day dedicated to data extraction from case notes, ensuring complete and accurate coding for the Trust.

Mentoring

Our experienced Trainers are able to offer mentoring to suit individual needs, this includes trainees who have just completed their Foundation training and Clinical Coders who wish to take the National Clinical Coding Qualification (UK).

Clinical Coding Service

Timely and accurate episode coding is essential for hospitals dependent on revenue under Payment by Results.

There are occasions when a backlog may occur due to staff sickness or holidays. D&A can provide Clinical Coders for any length of time during the week or at weekends, working on site or remotely.

References can be provided.

All our Clinical Coders are Accredited Clinical Coders (ACC) with a minimum five years experience, receive a refresher course every two years and attend regular specialty workshops.

Consultancy

D & A Consultancy are able to provide a review of Clinical Coding departments which will assist Trusts to achieve completeness and accuracy of the coded data and ensure optimisation of financial payments.

The review will typically include:

- Information Flows
- Robust policy and procedures are in place
- Source documentation is complete
- Collaboration between Clinician giving care and the Clinical Coding staff
- Training needs and skills mix
- Staffing levels
- Health Resource Groups (HRG) analysis with costing

This service can be tailored to meet Commissioners and Trusts requirements.

HRG Consultancy

HRGs offer organisations the ability to understand their activity in terms of the types of patients they care for and the treatments they undertake. They enable the comparison of activity within and between different organisations and provide an opportunity to benchmark treatments and services to support trend analysis over time.

D & A can provide HRG experts who can provide assurance on correct HRG allocation to ensure optimal financial flows.

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