

D&A

CLINICAL CODING

Auditing

Training

Coding

Consultancy

Clinical Coding Training Prospectus



**For all your Clinical Coding requirements
Training, Auditing, Coding & Consultancy
A personalised service**

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Introduction

High quality coded clinical data is essential to ensure the reliability and effectiveness of statistical analysis. Accurate payments made under Payment by Results are dependent on the coded data, with this in mind D & A provides a very comprehensive Clinical Coding Training Service to assist you in improving performance and ensuring accurate revenue.

In order to achieve the mandatory level for Data Standard 3 in the Data Security & Protection toolkit, a Trust must provide a training programme for Clinical Coders, ensuring that the courses are comprehensive and conform to National Standards. Clinical Coders must also attend clinical coding specialty and update training workshops when classification revisions require.

We offer a full range of Training Courses and Specialty Workshops using Terminology and Classifications Delivery Service approved materials and also our own Specialty Based courses which conform to National Standards and support 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.

In this prospectus you will find details of all the training courses and workshops currently available through D & A Clinical Coding Consultancy, which include Terminology and Classifications Delivery Service training courses and D & A Specialty workshops. We can also develop and deliver bespoke workshops to suit your requirements.

All of our courses and workshops are delivered by Terminology and Classifications Delivery Service Approved Clinical Coding 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 Terminology and Classifications Delivery Service 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).

Contact Us

For more information regarding the courses and workshops in this prospectus or to discuss your training requirements please contact us on the details below

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CCS Clinical Coding Standards Course

A 21 day course of classroom-based training developed and updated by the Terminology and Classifications Delivery Service.

The course is divided into four modules and is aimed at novice Clinical Coders, providing training in the rules and conventions of ICD-10 and OPCS-4 classifications, basic anatomy & physiology and medical terminology.

Please note that a pre requisite for attendance on the Clinical Coding Standards Course is that delegates are expected to have completed the relevant e-Learning modules.

CCS Clinical Coding Refresher Course

A four day course of classroom-based training developed and updated by the Terminology and Classifications Delivery Service.

The course aims to consolidate both the practical coding skills and theoretical knowledge of the experienced clinical coder through a number of assessment based exercises and interactive activities.

This course is also highly recommended for anyone sitting the examinations to achieve the National Clinical Coding Qualification (UK).

The Terminology and Classifications Delivery Service recommends that Clinical Coders attend a Refresher Course every three years to maintain and update their practical coding skills and theoretical knowledge.

D & A Specialty Workshops

D & A Specialty Workshops provide in-depth training with detailed descriptions of diagnoses and procedures, enabling Clinical Coders to further develop their knowledge and understanding of the disease, operations and terminology associated with each specialty. There are no formal assessments instead delegates work through a range of exercises, quizzes and interactive reinforcement activities. The workshops incorporate National Standards, international rules and conventions and detail best practice in Clinical Coding.

Please see the following pages for details regarding the Specialty workshops we have available:

Cardiovascular Workshop

A two day workshop.

This workshop can be split into two separate courses of one day Cardiology and one day Vascular.

Course Content:

A & P	Cardiac Bypasses
Hypertension	Valve operations
Ischaemic Heart Disease	Angioplasty
Cardiac Arrhythmias	Varicose Veins
Septal Defects	Haemorrhoids
Peripheral Vascular Disease	Artery Bypasses
Pacemakers	Stent Grafts
Cerebrovascular Diseases	Sclerotherapy
Aneurysms	

Co –Morbidity & Symptoms Workshop

A one day workshop.

Course Content:

Primary Diagnosis	Co-morbidities mandated
Other co-morbidities	Symptoms mandated
Effects on Mortality & HRGs	Extraction skills

Ear Nose & Throat (ENT) Workshop

A one day workshop including Maxillofacial

A & P covering Ear, Nose and Throat.

Course Content:

Ear

Cholesteatoma	Hearing aids
Perforated tympanic membrane	Otitis media
Hearing loss	Grommets

Nose

Polyyps	FENS
Deviated nasal septum	FESS
Nasal fractures	Septoplasty

Throat

Tonsillitis	Thyroidectomy
Uvulopalatopharyngoplasty	Tumours
Goitres	Neck dissections

Endoscopy Workshop

A one day workshop.

Course Content:

A & P Gastrointestinal Tract	A & P Liver & Biliary Tract
Bronchoscopy	Laryngoscopy
PEG	Colonoscopy
A & P Respiratory Tract	Endoscopic Ultrasound
Sigmoidoscopy	Pharyngoscopy
ERCP	Virtual Endoscopes

External Cause Workshop

A one day workshop.

The workshop expands on the uses of external cause codes both within and outside the NHS. It also takes coders through the ICD rules and conventions related to this area.

Course Content:

Collection and use of external cause codes

Rules and conventions within ICD-10 Chapter XX

General Medicine Workshop

A two day workshop.

Course Content:

Infectious diseases

Endocrine diseases

Dementia

Nervous disorders

Social codes

Circulatory diseases

Respiratory diseases

Skin disorders

Overdoses/adverse effects

General Surgery Workshop

A one day workshop.

Course Content:

Abdominal Anatomy

Cholecystitis

Stomas

Gastric Bypasses

Breast Surgery

Appendicitis

Anastomosis

Bowel Resections

Gastric Banding

Breast Reconstructions

Hernias

Colonoscopes

Pouches

Rectal Prolapses

Gynaecology Workshop

A one day workshop.

Course Content:

Abortions

Ovarian Diseases

Endometriosis

Uterine prolapse

Dysplasia

Fibroids

Menorrhagia

Pelvic Inflammatory Disease

Infectious Diseases Workshop

A one day workshop.

Course Content:

Sepsis

TB

HIV and AIDS

Hepatitis

Respiratory infections

Infected ulcers

UTIs

Postprocedural infections

Interventional Radiology Workshop

A one day workshop.

Course Content:

Percutaneous Radiofrequency Ablation	Ultrasounds
MRI scans	Haemorrhoidal Artery Ligation Operation (HALO)
Percutaneous Coronary Intervention (PCI)	Endovenous Ablation Varicose Veins
CT scans	Transjugular Intrahepatic Portosystemic Shunt
Transluminal Stent Graft for Aneurysmal aorta	Percutaneous Transluminal Cardiac Ablation

Neoplasm Workshop

A two day workshop.

This course can be split into a one day course covering Radiotherapy & Chemotherapy only.

Course Content:

What is a neoplasm?	Neoplasms by site
Types of neoplasms	Radiotherapy
Staging	Chemotherapy

Neurosurgery Workshop

A one day workshop.

Course Content:

A & P of the Brain	Schwannoma
Alzheimers	Hydrocephalus
Cerebral Palsy	Cerebral shunts
Epilepsy	Cerebral Aneurysms
Huntingtons	Arteriovenous Malformations
Multiple Sclerosis	Coiling
Spina Bifida	Traumatic Brain Injuries
Parkinsons	Brain Stimulation
Menigioma	Craniotomy
Glioma	Stereotactic Surgery

Obstetrics & Neonates Workshop

A two day workshop.

Course Content:

A & P Female	Obstructed Labour
Development of a Fetus	Fetal Distress
Hypertension in Pregnancy	Breech Deliveries
Diabetes	Forceps Deliveries
Subluxtion Symphysis	Perinatal Conditions
Pubis	Jaundice
Fetal Presentations	Group B Streptococcus
Placental Disorders	Obstructed Labour

Ophthalmology Workshop

A one day workshop.

Course Content:

Structure of the eye
Cataracts
Vein & Artery Occlusion
Diabetic Eye Diseases
Glaucoma
Macular Degeneration

Ptosis
Squints
Laser Surgery
Lens Surgery
Trabeculectomy
Vitrectomy

Oral and Maxillofacial Surgery Workshop

A one day workshop.

Course Content:

Cancers of the head and neck
-Diagnosis
Cleft lip and plate
Orthodontics
Maxillofacial trauma

-Procedures including reconstructive surgery
Salivary Gland disorders
Dental conditions and procedures
TMJ dysfunction

Pain Management Workshop

A one day workshop.

Course Content:

What is pain management?
Anatomy

Procedures performed

Plastics Workshop

A two day workshop.

Course Content:

Anatomy of the Skin
Reconstructive Surgery
Scars
Skin Grafts
Skin Flaps
Burns

Cleft Lip/Palate
Abdominoplasty
Eyelid Reconstructions
Breast Reconstructions
Pinnaplasty

Respiratory Workshop

A one day workshop.

Course Content:

A & P of the lungs
Pneumonia
COPD
Bronchitis
Emphysema
Asthma
Pleural Effusion
Pneumothorax
Cystic Fibrosis

Obstructive Apnoea
TB
Lung Cancer
CPAP
Pleurodesis
Sleep Studies
ECMO
Perinatal Respiratory Conditions

SCBU Workshop

A one day workshop.

Course Content:

Development of the fetus
Respiratory conditions
Cardiovascular conditions
Infections of the newborn

Congenital conditions
Symptom codes
Z codes
OPCS related procedures

Spinal Workshop

A one day workshop.

Course Content:

A & P of the spine
Dorsopathies
Cerebral Palsy
Scoliosis
Spinal Stenosis
Myelopathy
Radiculopathy
Spina Bifida

Decompression
Laminectomy
Discectomy
Fusions
Injections
Spinal Injuries
Decompression

Trauma & Orthopaedics Workshop

A two day workshop.

Course Content:

Bones of the body
Rheumatoid Arthritis
Joint Disorders
Foot Deformities
Dorsopathies
Soft Tissue Disorders
Arthroscopes

ACL Reconstruction
Bunions
Joint Replacements
Joint Resurfacing
SAD
Fixators
Reductions

Urology & Renal Workshop

A two day workshop.

This workshop can be split into two separate courses of one day Urology and one day Renal.

Course Content:

Urinary System
Urinary Incontinence
Cystoscopy
Cystectomy
The Prostate
Male Reproductive System
Urodynamics
Bladder Reconstructions

TURP
Botox use
Prostatectomy
Kidney Transplants
Renal Scans
Renal System
Renal Dialysis

Mental Health Clinical Coding Training

Mental Health Foundation Course

The Mental Health Foundation Course is a three day course for novice coders working in Mental Health providing training in the use of ICD-10 and OPCS-4 classifications.

Mental Health Refresher Course

A one day course of classroom-based training developed and updated by D & A. The course covers Chapter V and other relative chapters of ICD-10.

Training for Clinicians

We understand that many Mental Health Trusts do not employ dedicated Clinical Coders. Clinical coding is often undertaken by Mental Health Clinicians.

Clinicians who undertake clinical coding need training to understand the rules and conventions and requirements of recording both ICD-10 and OPCS-4 codes for submission to the Mental Health Minimum Dataset (MHMDS). This is important because, whilst clinicians are fully trained and experienced in the clinical aspects of documenting a patient's episode of care, they may be unaware of some of the information that is needed for coding purposes, for example, the importance of recording both primary and secondary diagnoses and procedures.

In order to ensure that Clinicians coding mental health episode of care are conversant with the main key learning points associated with national clinical coding standards we can provide a one day clinical coding course:

The training consists of the following:

- ICD-10 Four Step Coding Process
- Primary Diagnosis Definition
- Essential Pointers which covers co-morbidity coding
- ICD-10 Chapter V
- ICD-10 Chapter XX
- ECT and Rehabilitation coding in OPCS-4

Clinical Coding Awareness Sessions

We also offer Clinical Coding Awareness Sessions; these are two hour seminars which provide an overview of the basics of clinical coding.

To ensure your data accurately reflects the work you do, our Clinical Coding awareness sessions provide all the information you need.

Other Training Courses

Examination Revision Course

A three day course of classroom-based training developed by D & A, usually delivered over a six month period to support delegates currently studying for the National Clinical Coding Qualification (UK). The workshop provides advice on study techniques, refreshes basic clinical coding practical skills and theoretical knowledge including basic anatomy and physiology. The workshop also contains a mock examination.

Rehabilitation Workshop

A one day workshop of classroom-based training developed and updated by D & A. The workshop covers ICD and OPCS standards for rehabilitation coding.

Report Writing and Presentation Skills Course

A one day course designed and updated by D & A, delegates to write Clinical Coding reports and presentation skills.

Anatomy & Physiology Workshop

A two day workshop covering the skeletal system.

Awareness Sessions

To familiarise Clinicians, Managers, Audit and information staff with the importance of Clinical Coding and Payment by Results.

Data Extraction Workshops

A day dedicated to data extraction from hospital case notes, including discussions of findings and covering relevant standards, ensuring complete and accurate coding for the Trust.

Bespoke Workshops

We can develop Bespoke Clinical Coding Workshops to meet your individual requirements.

Mentoring

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

Contact Us:

If you would like to discuss your training options please contact us on the details below:

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