Western Australian Clinical Coding Advisory Group

Purpose

The Western Australian Clinical Coding Advisory Group (WACCAG) has been formed to review and make recommendations regarding clinical coding issues to assist the Western Australian (WA) Department of Health in its decision making.

Scope

- Review and endorse decisions for resolution of ICD-10-AM coding queries.
- Provide advice on interpretation of Australian Coding Standards and other publications produced by the National Centre for Classification in Health (NCCH).
- Promote future development of Australian classification systems by identifying any new diseases and procedures and preparing public submissions to the NCCH for ICD-10-AM and ACHI changes.
- Review and provide feedback for national proposals issued by the NCCH.
- Consult with expert coders and clinicians in specialist areas where necessary.
- Review and provide feedback on de-identified findings from the Department of Health Clinical Information Audit Program.
- Participate in arbitration to resolve disputes identified in the Department of Health Clinical Information Audit Program.

Membership

The group will consist of a cross-section of the WA coding community. Selection of all group members will be made by the Department of Health. Non Department of Health members will be selected via an expression of interest process every 12 months. No proxy is to be sent if a member is unable to attend. The group will consist of between 12-20 members.

Expression of Interest Criteria

All non Department of Health (Royal Street) clinical coders who wish to be a member of the WACCAG are required to submit an expression of interest. The group seeks clinical coders who have a genuine interest and commitment to participate in coding query decision making. Nomination is not limited to those clinical coders working in senior coding positions and membership to this group may be beneficial to a coder’s professional development.
Nominees should:

- where required obtain approval from their manager before applying
- possess at least two years current clinical coding experience
- currently be employed in a position where clinical coding related duties are a significant component of their workload
- provide a letter expressing why they would like to be a member of the WACCAG
- provide a curriculum vitae or a brief outline of their coding experience and qualifications.

Meetings

Three hour face to face meetings, with video conferencing availability, are to be held at approximately six weekly intervals at the Department of Health. Ad-hoc meetings may be called if the need arises, with a minimum of one week prior notice. Meetings may occasionally be held via e-mail.

Chairperson and Note-taker

- The Principal Coding Consultant will chair the meetings to ensure the group functions effectively and remains in scope.
- A Senior Coding Trainer will be Acting Chairperson when the Principal Coding Consultant is unavailable.
- A Senior Coding Trainer will be Note-taker.
- The Coding Education Team will distribute to all members the coding queries and audit findings for discussion at least one week prior to a scheduled meeting.
- Notes of the meeting discussion will be recorded by the Senior Coding Trainer and verified by the Chairperson prior to distribution to the group for final review.
- The coding queries and audit findings endorsed at the meeting will be published on the Clinical Coding in WA website.
- Notification of new query decisions and audit findings will be circulated to all WA coders registered on the Department of Health email distribution list via a newsletter.