

About ICD-10

The *International Statistical Classification of Diseases and Related Health Problems, Tenth Revision* (ICD-10) is the international standard for the coding of diseases and other health issues for morbidity and mortality reporting. It is published by the World Health Organization and maintained by the WHO Family of International Classifications Network (WHO-FIC). Clinical coding is the translation of diseases, health related problems and procedural concepts from text to alphabetic/numeric codes for storage, retrieval and analysis. Use of ICD-10 for the coding of hospital discharge (morbidity) or death certificate (mortality) data, using the rules established by WHO, ensures data which is comparable between individual hospitals or between provinces or states or internationally, as well as at different points in time.

Classifications have been used to describe diagnoses and procedures for many years. WHO has published revisions and updates to the ICD since 1948. Coded data are used for public health research and epidemiological studies at the population level and also for hospital management and funding purposes. Such data may be used to understand the casemix of a hospital, to allocate resources to areas of greatest need, to assess the efficacy of public health interventions, to pinpoint and access specific information and literature to inform clinical practice and support clinical and managerial decision-making.

Health data coded with ICD-10 form the basic building blocks for the assessment of health system performance, to analyse burden of disease and for production of summary measures of population health. WHO and its regional offices, through the Evidence and Information for Health Policy program, encourage use of the classification.

The National Centre for Classification in Health

The National Centre for Classification in Health (NCCH) is an internationally recognised Australian centre of expertise in the classification of morbidity and mortality data. Through its work, the NCCH makes significant contributions to the quality of health data collections and health information systems throughout the Australian health care system and internationally.

NCCH international experience in ICD-10 training

The NCCH has been invited to conduct training for students from over 30 countries in ICD-10 and the Australian modification of that classification, ICD-10-AM, by the WHO and governments of countries.

These experiences have allowed us to build a substantial pool of international training expertise and resources. The adaptation of training materials to suit each program of study means that high quality relevant resources are provided to meet varying needs of professional health workers who deal with health records or who are responsible for clinical coding.

Course cancellation

The NCCH reserves the right to cancel this training program if insufficient participants enroll. If this should happen, we will be pleased to discuss alternative training opportunities with individual students or their sponsors.

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Taxation and duties

Any duties, including withholding tax, fees, levies and other charges imposed under local law and/or regulations are payable by individual participants or their sponsors.

Further information

For more information about this course or other ICD-10 training, please contact:

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Prospectus and preliminary registration

ICD-10

coder training course 2005

Queensland University of Technology
Brisbane, Australia, 4–15 July 2005

This course is offered to meet the needs of people in countries planning to implement the ICD-10 health classification system or those who require formal introductory training in the use of this classification.

This prospectus outlines a two-week training program to introduce the rules and guidelines for the use of the ICD-10 health classification system.



Course aims and objectives

Clinical coding of mortality and morbidity data is one of the major tasks of health ministries, hospitals and national statistical data collectors. Coded mortality and morbidity data are used at facility, provincial, national and international levels to describe health status.

Coded data describe reasons for hospital attendance, major causes of death and help to identify potential prevention and public health strategies. These data provide a basis for health provision and services decision-making, creating a rich vein of data that can be analysed for health care planning, needs assessment, resource allocation and management of health services.

Who should participate in this course?

This entry-level short course is designed for those who either have no formal training in the use of the ICD-10 for morbidity or mortality coding, or who feel that a formal short course of study will enhance their understanding, skills and ability to code accurately. There are no course pre-requisites, although a basic understanding of medical terminology, anatomy and physiology are advantageous, as is fluency in English.

Course outcomes

At the conclusion of this program, course participants will be able to:

- understand and use basic ICD-10 coding conventions
- interpret and apply World Health Organization rules for morbidity and mortality coding
- accurately assign codes for principal (main) diagnoses and underlying causes of death
- appreciate the concept of multiple coding for morbidity and mortality collections
- appreciate inputs to quality coding and apply strategies for improving coded data

The standard international curriculum for coding education being developed by the World Health Organization - Family of International Classifications (WHO-FIC) Network Education Committee is used as the basis for the development of the program being offered.

Training materials include electronic and paper-based resources and participants will receive work and answer books. The program's teaching mix is diverse and stimulating and includes:

- lectures
- small group work
- practical exercises
- revision time
- site visits
- continual assessment of participants' progress

About the ICD-10 coder training course

The course leaders

Experienced educators, who are staff members of Australia's peak health classification authority, the National Centre for Classification in Health (NCCH), will conduct the course. All educators are highly experienced and skilled in the implementation and use of ICD-10, both in Australia and internationally.

Teaching modes

The ICD-10 coding skills training course will be offered as a two-week intensive block. Face-to-face instruction is conducted in a classroom situation that provides optimal learning conditions.

Face-to-face learning benefits include:

- fostering a supportive learning environment
- providing experts to lead discussion, answer queries and clarify complex concepts
- immediate and direct feedback and communication between educators and participants
- identifying common errors/omissions means appropriate, relevant instruction for all
- learning and bonding in groups, helping to create invaluable contacts and networks
- a wealth of expertise and personal experience in the classroom

Course outline

The course is presented in 7 modules:

1. Course orientation, introduction to NCCH, QUT and Brisbane
2. ICD-10 introduction, why code?, coded data uses, ICD-10 structure and conventions
3. Using ICD-10 volume 2, WHO morbidity and mortality coding rules, WHO short tabulation lists
4. How to code with ICD-10, chapter by chapter - lectures, training software and work books, group exercises
5. Student presentations about coding participants' countries, coding issues and problems open forum, future coding activities plans
6. Quality assurance mechanisms for coded data
7. Site visits to statistical organisations and health departments

Course dates and times

The training program will be offered 4-15 July 2005, providing 10 training days. Usual Australian working times apply:

- Monday - Friday study week
- 7 hour study days: 9.00am - 4.00pm, 15-min morning and afternoon breaks, 45-min lunch

Location

The course will be conducted at the Queensland University of Technology (QUT) Kelvin Grove campus in Brisbane, the location of the National Centre for Classification in Health's (NCCH) Brisbane office. Further information about the specific location for the training program will be provided with the acknowledgment of registrations.

Costs

The cost of this training program is \$AUD2 600 per participant. This cost includes:

- tuition fees
- work and answer books
- computer-based training facilities
- accompanied site visits to health and statistical enterprises
- morning and afternoon teas on each classroom-based teaching day
- weekend cultural visit

Language

The language of instruction is English. Participants need proficiency in spoken and written English to enable full contribution to the program, and in particular, to class discussions.

Course inclusions

Materials, facilities and resources

Each participant is provided with a set of work and answer books containing a variety of materials for the training course. These will provide a valuable reference resource following completion of the course.

Technological facilities

Participants have access to personal computers with appropriate coding training software for specified periods during the course. Access to the Internet and e-mail facilities are also provided at designated times during the course.

Catering

Light morning and afternoon teas will be served for participants on each face-to-face course day. Provision of all other meals is the responsibility of participants or their sponsors. The Queensland University of Technology at Kelvin Grove has two food outlets on campus providing a wide variety of choices. Participants are also welcome to bring their own lunches to enjoy picnic style on campus.

Participant requirements and information

Course participants or their sponsors are responsible for all aspects of enrolment, including payment of course fees, all travel and accommodation arrangements and costs, daily living expenses or other necessary payments.

All international visitors to Australia require valid passports, and many need visas and other travel documentation. Ensuring that all necessary and relevant travel documentation is complete is the responsibility of the participant or sponsor.

Costs associated with telecommunication, postage and excess baggage are also the responsibility of the student or sponsor.

We strongly recommend that appropriate insurance be acquired before travelling to Australia.

Reference materials

Each participant or their sponsor must supply their own reference books for use during the course:

World Health Organization, *International Statistical Classification of Disease and Related Health Problems, Tenth Revision*, Volumes I, II, III (1992) Geneva: WHO; 1992.

Information relating to ordering the three-volume sets of ICD-10 is available at <http://bookorders.who.int/bookorders/index.htm>

plus a comprehensive, English language medical dictionary, such as:

Anderson, Kenneth N (Editor) *Mosby's Medical Nursing and Allied Health Dictionary* 6th Edition (2002): WB Saunders Co.

Information relating to ordering a dictionary is available at http://www.elsevier.com/wps/find/bookdescription.cws_home/691170/description#description

Brisbane – transport and accommodation

Transport in Brisbane

The QUT Kelvin Grove campus is located 2 kilometres, or 10 minutes by car from Brisbane's CBD. There is easy access by public buses from the CBD via the Inner Northern Busway.

Accommodation

Recommended accommodation venues within easy walking distance or a short taxi ride can be provided when registering. Accommodation bookings and arrangements are the responsibility of the participant or their sponsor.