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Clinical Coder GPS Associate

Job Title: Clinical Coder.
Location: National. (various locations available across the UK)
Directorate: Primary Care. (NHS England & the devolved nations)
Reports to: Jenny Siwan

Job summary.

Are you an analytical professional with a keen eye for detail, eager to contribute to the integrity of healthcare data? We are seeking experienced clinical coders to join our team, where you will play a critical role in ensuring the accuracy and completeness of clinical documentation. This position is pivotal in translating complex medical information into coded data that supports high-quality patient care, clinical research, and effective healthcare management.

As a clinical coder, you will be entrusted with the responsibility of coding and classifying medical diagnoses and procedures according to established coding systems. Your meticulous work will be essential in maintaining the accuracy of health records, supporting healthcare analytics, and ensuring compliance with regulatory standards. This role offers the opportunity to make a significant impact on healthcare delivery through precise data management and coding excellence.

Key responsibilities

Data coding and classification.

- Accurately code and classify medical diagnoses, procedures, and treatments using standard coding systems such as ICD-10, OPCS-4, and SNOMED CT.
- Review and interpret clinical documentation to ensure complete and accurate coding of patient encounters.

Quality assurance.

- Conduct regular audits of coded data to ensure compliance with coding guidelines and quality standards.
- Identify and rectify discrepancies in coding, providing feedback to improve documentation practices.

Compliance and documentation.

- Ensure adherence to national and international coding standards, healthcare regulations, and data protection requirements.
- Maintain detailed and accurate records of coding activities and decisions.

Collaboration and communication.

- Work closely with healthcare professionals, including clinicians and administrative staff, to clarify documentation and coding queries.
- Provide guidance and support on coding practices and documentation improvements.

Reporting and analysis

- Generate and analyse reports on coding metrics, identifying trends and areas for improvement.
- Contribute to the development of coding policies and procedures, ensuring alignment with best practices and regulatory requirements.

Continuous improvement.

- Stay updated with changes in coding standards, healthcare regulations, and industry trends.
- Engage in ongoing professional development and training to enhance coding skills and knowledge

Person Specification.

Qualifications and experience.

- Professional qualification in clinical coding, such as the national clinical coding qualification (NCCQ) or equivalent.
- Relevant degree or certification in health information management or a related field is desirable
- Minimum of two years of experience in clinical coding or health information management.
- Proven experience with coding systems such as ICD-10, OPCS-4, and SNOMED CT.

Skills and competencies.

- Excellent knowledge of medical terminology, anatomy, and clinical documentation practices.
- Proficiency in using coding software and electronic health record systems.
- Strong analytical skills with the ability to interpret complex medical information accurately.

Knowledge.

- In-depth understanding of clinical coding standards, healthcare regulations, and data protection laws.
- Familiarity with healthcare data analytics and reporting processes.
- Awareness of industry best practices for maintaining coding accuracy and compliance.

Personal attributes.

- High level of attention to detail and accuracy.
- Strong organisational skills and the ability to manage multiple tasks effectively.
- Excellent communication skills, with the ability to liaise with various healthcare professionals.
- Commitment to continuous learning and professional development in clinical coding.

Why join us?

- Impact.
Make a real difference in the health and well-being of communities.
- Growth.
Opportunities for professional development and career progression.
- Flexibility.
Various work arrangements available to suit your lifestyle.
- Team Spirit.
Join a supportive and dynamic team dedicated to high-quality patient care.

Special requirements.

- Flexible working hours.
Willingness to work flexible hours, including evenings or weekends, to meet patient needs.
- Driving requirements.
A full driving licence and access to a vehicle may be necessary for conducting home visits or travelling between practice sites.

Application process.

If you are dedicated to the precision of healthcare data and eager to join a team committed to excellence in clinical coding, we invite you to apply by submit your application through our website. We offer opportunities across various locations nationwide, with options for remote, hybrid, and in-person work arrangements.