# Contents

<table>
<thead>
<tr>
<th>Contents</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 National Clinical Coding Training Materials Update (2021/22)</td>
<td>3</td>
</tr>
<tr>
<td>2 Introduction to Classifications (ITC) update</td>
<td>3</td>
</tr>
<tr>
<td>3 Approved Clinical Coding Trainer Logbook update</td>
<td>4</td>
</tr>
<tr>
<td>4 Terminology and Classifications Delivery Service Training Schedule 2021-22</td>
<td>4</td>
</tr>
<tr>
<td>5 Recertification of Training Delivery Skills</td>
<td>4</td>
</tr>
<tr>
<td>6 Remote Training Delivery</td>
<td>5</td>
</tr>
<tr>
<td>7 Approved Clinical Coding Trainer Statistics</td>
<td>5</td>
</tr>
<tr>
<td>8 National Clinical Coding Standards ICD-10 and OPCS-4 reference books (2021)</td>
<td>8</td>
</tr>
<tr>
<td>9 ICD-10 5th Edition</td>
<td>8</td>
</tr>
<tr>
<td>10 National Clinical Coding Qualification (NCCQ) update</td>
<td>8</td>
</tr>
<tr>
<td>11 Terminology and Classifications Annual Customer Survey</td>
<td>8</td>
</tr>
</tbody>
</table>
February 2021 Trainer Bulletin

Welcome to our February 2021 Bulletin for Approved Clinical Coding Trainers.

1 National Clinical Coding Training Materials Update (2021/22)

The classifications training team are currently busy updating the national training materials following a brief delay to the sign-off of the national clinical coding standard reference books for 2021.

We plan to have the CCSC (on a modular basis) and CCSRC released prior to 1 April with the NCCQ (UK) Revision Programme Module 3 materials following shortly thereafter. We are prioritising release of Module 3 which includes mock examinations and an indication of what to expect, given the proximity of the NCCQ (UK) examination and the fact that many trainers have already delivered, or are in the process of delivering, Modules 1 and 2 using the current v4.0 materials.

As usual, we recommend that trainers do not book national training during April in case the materials are not ready for release.

Please note that the cost of the 2021/22 national training materials for commercial/independent trainers will not change from the current price, i.e. £750 + VAT for Apprentice trainers and £1250 + VAT for Experienced trainers.

The newly formatted and more interactive Anatomy and Physiology eLearning will be available on the Digital Learning Solutions platform from April 2021.

2 Introduction to Classifications (ITC) Update

We have now delivered ITC6 in February when a further nine trainers completed their Introduction to Classifications training. One final event (ITC7) is due to take place for the final four trainers yet to attend.

We are still collating the feedback received from all trainers but are working on the minor updates to the materials and workbooks which we can effectively make before April. The feedback we have reviewed so far has made us re-think the issue of making this a mandatory part of the Clinical Coding Standards Course from 1 April 2021. Instead, we will offer the materials to be delivered as both classroom and online materials (where trainers have our permission to deliver national training remotely) with the flexibility that these can be delivered as optional modules to novice coders, experienced coders and approved auditors where considered appropriate. Feedback will be required from any delivery of these materials to further inform how the materials should be formatted in future.

Meanwhile, we will undertake further development work to improve the materials based on the existing feedback, create short eLearning modules or recorded webinars that can supplement existing national training, and reconsider how the materials fit with the overall training of a clinical coder. We will also re-think whether these materials will be mandatory or optional in the future.
We have still to receive completed workbooks from four trainers and development plans from five trainers who attended the September and November events. We will be contacting these trainers soon.

We will publish the ITC feedback on the Approved Trainer Workspace later this year when all events have been delivered and all trainer feedback has been collated.

3 Approved Clinical Coding Trainer Logbook Update

We are currently discussing an appropriate alternative to the Approved Clinical Coding Trainer Logbook that will be less onerous for the trainer and their manager but still provide the Terminology and Classifications Delivery Service with the same assurances. We will look to develop this during 2021/22. The submission of Approved Trainer Logbooks for 2020-21, by the 31 March 2021, will be the last. Consequently, there will be no extension to the date for Log Book submissions this year and no requirement to complete an equivalent for 2021/22 only.

We will provide updates on this via the usual channels as appropriate.

4 Terminology and Classifications Delivery Service Training Schedule 2021-22

According to our records, 55 approved trainers are due to attend a Trainer Refresher (TR) course in 2021-22. We will deliver four online TR courses, each with a maximum of 11 places. We plan to reserve these 44 places for those trainers whose Refresher course is due before 1 October 2021. Any trainer whose course is due after 1 October 2021, will be carried over to 2022-23. Please contact information.standards@nhs.net if you are unsure about when your Trainer Refresher Course is next due.

We are operating a waiting list for those trainers who are due post-1 April
The mandatory Trainer Forums will also be trialled as online events and applications will be managed online.

5 Recertification of Training Delivery Skills

We have received a few queries recently regarding recertification of training delivery skills by trainers who are either due or overdue their assessment.

As you will probably be aware, we had trialled recertification assessments as part of the Approved Trainer Refresher course last year, however, due to the need to move this course to online delivery through 2021-22, face-to-face recertification assessment as part of the Approved Trainer Refresher is not possible this year.

We are aware that TAP Learning are currently offering an online ‘self-study’ option for recertification of training delivery skills. Whilst this is not our preferred approach for approved
trainers to gain recertification, as it is ultimately TAP Learning’s certification, we are willing to recognise this if trainers wish to utilise this option.

As verified in previous trainer bulletins, TAP Learning have confirmed that any trainer due to undergo recertification of their training delivery skills can defer this until such time as classroom recertification days are offered again.

Approved trainer status will not be affected by this issue whilever the COVID-19 pandemic continues to affect usual options.

6 Remote Training Delivery

By way of a brief update on the remote delivery of the national training materials, currently 50 out of 115 (43%) approved trainers are now permitted to use this method of delivery. If you have a qualification in online facilitation/remote training delivery, but have yet to forward this to information.standards@nhs.net, it’s important that you do so before we can formally give you permission to deliver the national training materials remotely.

A reminder to those trainers who are permitted to deliver the national training materials remotely, please ensure you continue to submit delegate course registers within five working days of the course end date and include the term ‘online’ in both the register and course certificate.

For further information regarding the volume of courses being delivered remotely, please see section 7.2.

7 Approved Clinical Coding Trainer Statistics

7.1 Approved Trainer Numbers

As at 18 February 2021, there are 115 Approved Clinical Coding Trainers in the UK. 99 of these are employed within the NHS and 16 are employed outside the NHS.
7.2 Course Delivery Statistics

To date, during 2020-21, the following numbers of courses have been delivered:

**CCSC:** 45 (15 online/remote)
**CCSRC:** 127 (80 online/remote)
**NCCQ (UK) Revision Programme:** 5 (3 online/remote)
**MHCCSC:** 3 (3 online/remote)
**MHCCSRC:** 2 (2 online/remote)

The data represented below show that there is still a large amount of classroom delivery able to go ahead. There's an expected slant towards classroom delivery of the CCSC and towards online for the CCSRC, which echoes the complexities of delivering these courses remotely, i.e. it is logistically more feasible to deliver a CCSRC online than it is a CCSC.

Overall, there have been 103 national training courses delivered remotely, as opposed to 79 delivered in a classroom, this is not surprising given the CCSRC is consistently the most widely delivered course and also the most readily converted to remote delivery and here it makes up 78% of all remotely delivered courses.
National Training Courses Delivered to date in 2020-21
8 National Clinical Coding Standards ICD-10 and OPCS-4 reference books (2021)

The ICD-10 and OPCS-4 reference books are now available to download from Delen. Trainers are advised to familiarise themselves with all new and revised content in preparation to deliver training in these from 1 April 2021.

9 ICD-10 5th Edition

We have seen on discussion forums that there appears to be an issue with acquiring copies of ICD-10 5th Edition classifications. The Classifications service has contacted TSO about this issue and although they did recently receive a supply from the WHO, it wasn’t sufficient to cover all back orders. TSO are optimistic that they will be able to fulfil all outstanding orders soon.

10 National Clinical Coding Qualification (NCCQ) Update

The NCCQ (UK) examination is scheduled for 22 June 2021 with a decision on whether the examination will be electronic or paper-based to be reached in due course. Any enquiries regarding the 2021-22 NCCQ (UK) examination, including its format and scheduling, should be directed to IHRIM at office@ihrim.co.uk.

IHRIM have recently confirmed that the June exam papers will be based upon the 2021 versions of the National Clinical Coding Standards ICD-10 & OPCS-4 Reference Books as these will be the mandated information standards from 1 April 2021.

11 Terminology and Classifications Annual Customer Survey

We have extended the deadline for responding to our annual customer survey to 31 March and want to thank everyone who has already completed the survey. If you haven’t yet had a chance to respond, please consider doing so, as your input provides vital feedback about our products and services. The survey can be accessed via this link.

For clinical coding queries, national training products, course bookings and enquiries, you can contact us via:

Tel: 0845 13 00 114
Email: information.standards@nhs.net
Twitter: @NHSDigital