2019 Bridging Course in Health Classification & Clinical Coding
Department of Health Information Management

What is the aim of the Bridging Course in Health Classification and Clinical Coding?
Graduate-entry Master of Health Information Management (MHIM) students without approved prior training in health classification are required to undertake this short Bridging Course to gain a basic understanding of the structure and function of the diagnosis and operative procedure classification system (ICD-10-AM/ACHI/ACS). The ICD-10-AM/ACHI/ACS comprehensively provides for the classification (‘coding’) of all diagnoses, operative procedures and health and treatment interventions. The codes allocated are used in the health care industry around Australia (and the same occurs in other countries) for health data collection, health service planning, epidemiological research and hospital and health service funding.

The short Bridging Course is only for students entering directly into the Master degree. It is generally not for the undergraduate double degree or single degree students; these students cover the material in the undergraduate curricula.

The Bridging Course offers fundamental training to underpin the clinical coding knowledge and skills that students will subsequently develop in their Health Classification & Clinical Coding subjects in the Master degree. They ultimately develop skills for applying the codes and Australian Coding Standards to interpret and extract information from patients’ hospital records, definition of principal diagnosis, additional diagnosis, and procedures.

Who should enrol in the Bridging Course in Health Classification and Clinical Coding?
Most incoming MHIM students are required to complete the Bridging Course. If you have completed a sub-tertiary coding course and work as a Clinical Coder, contact Barbara Gleeson in the first instance, for assessment of your status for the Bridging Course: barbara.gleeson@latrobe.edu.au.

Signing-up
Please confirm your registration by emailing:
• coding@latrobe.edu.au
• By 19 February 2019
Any student who receives a late offer of a place in the MHIM, or International students who arrive later than this date, should contact Merilyn Riley, Course Co-ordinator for advice (Merilyn.riley@latrobe.edu.au)

Course Dates and Class Time
Wednesday, February 27 to Friday, March 1, 2019
Delivery mode: face-to-face, classroom delivery.
Class time: Morning 9:00-12:00 (orientation to MHIM); Afternoon 1:00- 5:00 (Bridging course commences)
Estimated time to complete the course: 21 hours. These hours include the in-class time, workshops for discussion and practice, and feedback/formative exercises and tests to guide progress.

Venue
TO BE CONFIRMED.
Health Information Management
School of Psychology & Public Health

Course costs
The total cost of this course is $250 (including GST).

Please note: Students who withdraw before receiving their La Trobe LMS Log in details will incur 10% administration fee. The full fee is forfeited where a student withdraws after receiving LMS log-in details.

Step-by-step registration procedure (online)
Step 1: To enrol in this course, visit http://www.latrobe.edu.au/study/resources/pathways/bridging-courses
Read the course information very carefully, taking note of policies, dates, and requirements of students.
Step 2: Once you have read all relevant information, proceed to the payment and registration link on this page. Enter your details and payment information. When it is complete, you will receive a notification of receipt of your payment with your receipt number. This is confirmation to you that we have received your registration and payment.
Step 3: A week or so before the Bridging Course is due to commence, you will receive your statement of account with your user name and password, so you can then log onto LMS. You will also receive instructions on how to log on to LMS so you can access the online Bridging Course information.

Required Study Materials
1. ICD-10-AM/ACHI/ACS - 10th Edition. You need to order and purchase this set of five books. The student discounted purchase price is approximately $360 for a new set.
   To order: Go to the Independent Health Pricing Authority website: http://ar-drg.laneprint.com.au/
   You will need to register to purchase the books. This registration will allow you to purchase at the student rate.
   You also need to download all Errata documents from the Australian Consortium for Classification Development (ACCD) website: https://www.accd.net.au/Education.aspx Education_ICD-10-AM/ACHI/ACS_Tenth Edition_Errata: please update the coding books with errata 1, 2, 3 and 4 and addenda as below.

   Print out the Errata and addenda documents and make sure you have corrected the printing errors in the 5 books with Errata(s) before bringing the hard copies to the first class.

   These are specialised books and are available only from the IHPA. You MUST purchase the edition listed, i.e. the 10th edition. DO NOT purchase any previous editions or the electronic versions, as they will not be applicable.
   You MUST have the 10th edition hard copy books.

   Delivery of the ordered books usually takes 3-4 weeks so please order as soon as you have received your offer of a place in the MHIM to ensure you have your books ready before the Bridging Course commences.

   The coding books are the only high-cost item in the course. You will use the same set of books for your Health Classification & Clinical Coding subjects HIM4CCB and HIM5CCC in 2019 and, if studied, HIM5CCD in 2020.

   2. The Australian Dictionary of Clinical Abbreviation, Acronyms and Symbols, 7th edition (Approx $130). You will use the dictionary throughout your career as a ‘go-to’ reference. It is available only from the Health Information Management Association of Australia (HIMAA). Visit the HIMAA online store: www.himaa2.org.au.
   To obtain the discounted price, apply for the free student membership of HIMAA. To receive your membership ID and be able to login: complete the Application Form provided in your La Trobe University Enrolment Package and hand it to one of the Academic Advisors (lecturers) on the day of enrolment. Our Department will arrange for the required signatures verifying your student status, and we will send your application directly to HIMAA.
   You MUST place your own order and payment separately.
3. A **Medical Dictionary** (e.g. the one that you use in the Physiology & Anatomy Bridging Course). The type is not prescribed although English medical spelling (e.g. Stedman’s Medical Dictionary) is expected in the course.