

Position - Clinical Coding Consultant

Salary – Competitive, Band 5/6 equivalent

Contract – Permanent

Working pattern – Full-time Hybrid

Job Description:

- You will undertake a clinical coding service on behalf of CHKS, to their NHS and private healthcare providers, clinically coding their patient records from the medical records provided
- Hybrid role
 - 1-2 days per week coding onsite at your local private hospital (travel expenses paid)
 - Remaining time coding remotely from home (laptop supplied)
- Feedback any coding queries or issues with source documentation to the onsite hospital NHS lead or other nominated person.
- Liaise with the CHKS clinical coding Team Leaders with any coding queries you may have.
- Work on other remote coding from home to provide services that CHKS are contracted to deliver from their clients.
- Ensure completeness of coding, continually striving to maintain timeliness, accuracy, and consistency of clinical coding when on the client site.
- Adhere to the clinical coding conventions and procedures as defined by the Coding Classifications Service.
- To act as an ambassador for CHKS by providing a professional coding service.
- Attend bimonthly clinical coding training workshops (remote)

Person Specification

Essential criteria

- Accredited Clinical Coding Qualification
- At least 3 years' experience as a clinical coder
- Have recently attended a clinical coding refresher course.
- Experience of coding all clinical specialties (proficiency in T&O and Surgical specialties essential)
- Knowledge of *Data Security and Protection Toolkit* and Patient Confidentiality requirements
- Ability to work alone and as part of a team.
- Strong communication and motivational skills, including the ability to work with groups of staff at all levels within the organisation.
- Good working knowledge of Microsoft 365

Desirable

- Experience using ICD and OPCS using e-books.
- Ambition to progress into Clinical Coding Audit, Training or Management within CHKS.

Please email you CV and covering letter to ahancock@chks.co.uk