



Coding Query Process

WA Clinical Coding Authority (WACCA) Purchasing and System Performance Division

1. Before submitting a query:
 - a. review classification conventions, Australian Coding Standards, national ICD-10-AM/ACHI/ACS Coding Rules, WA Coding Rules and Clinical Coding Guidelines.
 - b. consult with clinical coding professionals, clinicians, clinical documentation improvement specialists etc. at your health service.

2. Email your query to coding.query@health.wa.gov.au, providing:
 - a. specific information about the case and attaching relevant de-identified documentation (e.g. clinician query response, discharge summary, operation report, pathology report).
 - b. suggested code assignment.

Note: queries should only be submitted by a Coding Educator or Coordinator where these roles exist at your health service.

3. WACCA will provide a response to the enquirer as soon as possible.

4. Query responses may be referred to the WA Clinical Coding Technical Advisory Group for publication of a WA Coding Rule or Clinical Coding Guidelines.
 - a. WA Coding Rules are mandated in the *Clinical Coding Policy* MP0056/17 and are accessible via the A-Z Index and Chronological Index on the WACCA website. Coders are notified by email when new WA Coding Rules are published.

3M™ Codefinder™ pathway errors/issues

Review the list of current issues by selecting Help/Contents in the Codefinder™ application. If the issue has not already been identified, lodge it on the 3M™ webpage [Support | Health Information Systems | 3M Australia](#) via the “Lodge a support ticket” icon.