

**Reference Number:** FOI2021/013  
**From:** Commercial  
**Date:** 15 January 2021  
**Subject:** Clinical Coding staffing and structure

Q1 How many staff do you have in your clinical coding department?

A1 Six

Q2 How many **non**-clinical staff are involved in clinical coding?

A2 Six

Q3 What clinical coding software or automation tool do you use? If 3rd party, please state.

A3 3M software – no automation and no 3<sup>rd</sup> party

Q4 If you have a 3rd party providing you with clinical coding service, what is the term of the contract, contract value and start and end dates?

A4 Not applicable as per A3

Q5 What finance system/s do you use for clinical coding?

A5 None

Q6 Which board Executives are responsible for the clinical coding function, please include names and contact details?

A6 Kate Warriner – Chief Digital and Information Officer

Q7 How much did the Trust spend on consultancy relating to clinical coding last year?

A7 Zero – Information Not Held

Q8 Is patient administration (appointment bookings, queries, etc) provided in house or a 3rd party?

A8 In house

Q9 If a 3rd party provides patient administration, please confirm the organisation(s) including the term of the contract, contract value and start and end dates

A9 Not applicable as per A8

Q10 How many **non**-clinical staff are involved in patient administration across the Trust?

A10 11.62 WTE Access Team  
49.85 WTE Medical Secretary  
9.33 WTE Health Records / Information Governance  
12.74 WTE Knowsley Community Administration  
9.78 WTE Radiology Administration