

Database Health Check

Step 4 – The How, Why and Who of Coding

- **Practice Team Discussion – Setting the ground rules:**
 - ⇒ Define why consistent health concepts (codes) are important
 - ⇒ Discuss baseline extraction results (completed in conjunction with SEA-GP Program Officer)
 - ⇒ Agree on codes to be used for individual disease / conditions
 - ⇒ Agree on an implementation date to begin the coding process
- **Decide who will be responsible for:**
 - ⇒ Cleaning up free text
 - ⇒ Searching for and coding un-coded patients
 - ⇒ Monitoring and maintaining the coding process

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Step 5 – General Coding

- 5.1 **Implement agreed coded diagnosis**
- 5.2 **Clean up free text coding**
- 5.3 **Search for and code un-coded patients**
- 5.4 **Evaluate and maintain the coding process**

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Step 6 – Building a Disease/ Condition Specific Register

- The Practice can now establish specific disease/ condition based registers. A focus might be on the following:
 - Diabetes
 - Coronary Heart Disease (CHD)
 - Chronic Obstructive Pulmonary Disease (COPD)
 - Asthma
 - PAP

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