# Analytical classification and coding ANCC

Interpreting information and assigning classifications or labels based on domain-specific knowledge, standards, and guidelines to enable data analysis and use.

|  |
| --- |
| **Guidance Notes:**  This skill is applied in contexts where consistent categorisation of information is required to enable the data to be used reliably and effectively. This may include, but is not limited to, clinical coding, data labelling for machine learning, legal coding/indexing, and market research coding.  Activities may include, but are not limited to:   * analysing and interpreting information based on domain-specific knowledge * assigning codes, labels, or categories based on specific standards, guidelines, or frameworks * ensuring accuracy and consistency of coding/labelling through quality assurance activities * collaborating with subject matter experts to clarify ambiguous cases and improve coding/labelling guidelines * providing guidance and training to others on coding/labelling practices * contributing to the development and improvement of coding/labelling systems, guidelines, and processes. |

## Level 2

Accurately assigns classifications/labels to low complexity information under supervision.   
Understands and applies relevant classification/labelling systems, standards, and guidelines.   
Participates in quality assurance activities such as peer review or supervisor checks.

## Level 3

Independently assigns accurate classifications/labels to a broad range of information.   
Interprets complex information and chooses appropriate classifications/labels.   
Participates in team quality improvement initiatives.   
Provides advice and guidance on classification/labelling to others.

## Level 4

Assigns classifications/labels to highly complex information.   
Performs quality assurance checks on the work of others. Investigates and corrects complex classification/labelling errors.   
Delivers training to team members.   
Contributes to the development of classification/labelling processes and guidelines.

## Level 5

Leads team quality assurance and training for information classification/labelling.   
Develops and implements audit methodologies.   
Collaborates with subject matter experts to improve source information quality. Analyses and reports on classification/labelling quality.   
Contributes to organisational information classification/labelling strategy.

## Level 6

Sets organisational information classification/labelling standards, policies, and procedures.   
Designs and oversees quality audit programmes.   
Leads strategic interventions to improve information classification/labelling.   
Engages with industry bodies and collaborations to define and improve standards and working practices.