

WELSH INFORMATION STANDARDS BOARD

DSC Notice:	DSCN 2021 / 16
Date of Issue:	23 rd April 2021

Ministerial / Official Letter: N/A	Subject: Children and Young People Neurodevelopment Assessment – Wait Times (AMD)
Sponsor: Jo Maddaford, Head of Child and Adolescent Mental Health Services and Mental Health Legislation, Welsh Government	
Implementation Date: 1st April 2021	

DATA STANDARDS CHANGE NOTICE

A Data Standards Change Notice (DSCN) is an information mandate for a new or revised information standard.

This DSCN was approved by the Welsh Information Standards Board (WISB) at its meeting on 15th April 2021.

WISB Reference: ISRN 2021 / 006

Summary:

To change the definition for 'Clock Stop Point' in the Standard to include activity for non- face to face (virtual) activity.

Data sets / returns affected:

- Children and Young People Neurodevelopment Assessment – Wait Times, Aggregate Proforma

Please address enquiries about this Data Standards Change Notice to the Data Standards Team in Digital Health and Care Wales

E-mail: data.standards@wales.nhs.uk / Tel: 029 2050 2539

The Welsh Information Standards Board is responsible for appraising information standards. Submission documents and WISB Outcomes relating to the approval of this standard can be found at:

<http://howis.wales.nhs.uk/sites3/page.cfm?orgid=742&pid=24632>

DATA STANDARDS CHANGE NOTICE

Introduction

DSCN 2017/08 mandated the introduction of a new data collection to monitor access to referral for neurodevelopment assessment of ADHD and ASD for children and young people (aged 17 years 6 months and under at time of referral).

As collecting the number of referrals received would provide additional context when monitoring the access to assessments, an additional change was made to the data collection to incorporate this. The referrals received are categorised as 'accepted', 'rejected' or 'decision yet to be made'.

Description of Change

To change the definition for 'Clock Stop Point' in the Standard to include activity for non- face to face (virtual) activity.

Data Dictionary Version

Where applicable, this DSCN reflects changes introduced by DSCN and/or DDCN since the release of version 4.11 of the NHS Wales Data Dictionary.

The changes introduced by such DSCNs will be published in version 4.12 of the NHS Wales Data Dictionary.

Actions Required

Local Health Boards / Trust:

- Ensure arrangements are in place to enable the collection of the information required in accordance with the definitions set out in this DSCN.

Actions for the Welsh Government Delivery & Performance Division:

- On an annual basis, make the form available for Mental Health Services to complete and notify them of the deadline for the submission of data.

Appendix A: Table reflecting areas that are impacted as a result of this DSCN

The following table shows where there are changes to the scope and/or definitions of applicable data sets, data items, terms and other associated areas that are linked with the changes documented within this DSCN.

Each data definition type is listed in alphabetical order and is shown in the sequence in which it appears in this DSCN.

Data Definition Type	Name	New/Retired/Changed	Page Number
Aggregate Proforma	Children and Young People Neurodevelopment Assessment – Wait Times	Changed	6

Appendix B: Highlighted changes to be made to the NHS Wales Data Dictionary

Changes to the NHS Wales Data Dictionary are detailed below, with new text being highlighted in **blue** and deletions are shown with a ~~strikethrough~~. The text shaded in **grey** shows existing text copied from the NHS Wales Data Dictionary.

a) Amendment to the Children and Young People Neurodevelopment Assessment – Wait Times under 'Aggregate Proformas'

Children and Young People Neurodevelopment Assessment – Wait Times

Return Submission Details

This form should be completed by each Local Health Board (LHB) and submitted to the Welsh Government Delivery & Performance Division:

HSS.Performance@gov.wales

Local Health Boards to submit one completed pro forma per month, by the dates provided in the Definitions and Guidance section of the form.

In relation to the wait times:

- Information should be provided in relation to those children and young people who are waiting for an Attention Deficit Hyperactivity Disorder (ADHD) or Autistic Spectrum Disorder (ASD) neurodevelopmental assessment only.
- Only children and young people aged 17 years 6 months and under at the time the referral was received by the Neurodevelopmental Service should be included in the waiting times and not the age at which any subsequent intervention begins. For example, if a patient was 17 years and 5 months old when they were referred for an assessment, but was 18 years old when they started an intervention or was discharged, they would still be reported within this pro forma.

In relation to the number of referrals received during the month

- Information should be provided in relation to all referrals received during the calendar month.

Local Health Boards are to report on a provider basis (i.e. for the services they provide as a Health Board) and not on a resident basis (i.e. for the residents of their Health Board).

The latest version of each form is available on the Welsh Government's Performance Management Website:

<http://howis.wales.nhs.uk/sitesplus/407/home>

Any further queries regarding the data collection forms should be directed to the Delivery & Performance Division, Welsh Government, on 03000 258871, or e-mail:

HSS.Performance@gov.wales

Information Requirements 2021-22 onwards

~~Information Requirements April 2020 onwards~~

The number of referrals that were received by the Neurodevelopment Service during the calendar month

Referrals should be categorised, of the referrals that were received by the Neurodevelopment Service during the month:

- The number of referrals accepted into the Neurodevelopment Service
- The number of referrals rejected by the Neurodevelopment Service
- The number of referrals which a decision has yet to be made as to whether they will be accepted or rejected

The total number of referrals received during the month should equal the sum of the numbers entered for 'accepted', 'rejected' and 'decision yet to be made'.

Number of patients who are waiting to start an ADHD or ASD neurodevelopment assessment

This is the number of patients who are currently waiting to start an ADHD or ASD neurodevelopment assessment as at each census snapshot (i.e. the last calendar day of each month).

Waits should be categorised into the following time bands:

- Patients waiting up to and including 84 days (≤ 11 weeks)
- Patients waiting 85 days and over and up to and including 126 days (12-17 weeks)
- Patients waiting 127 days and over and up to and including 182 days (18 - 25 weeks)
- Patients waiting 183 days and over and up to and including 252 days (26 - 35 weeks)
- Patients waiting 253 days and over and up to and including 364 days (36 - 51 weeks)
- Patients waiting 365 days and over (≥ 52 weeks)

When calculating wait times, the following guidance applies:

Clock start point is the date which the referral for an ADHD or ASD neurodevelopmental assessment is received by the Neurodevelopmental Service.

Clock stop point is the date of the first face to face or virtual attendance at the appointment of the assessment process (this may be with or without the patient being present e.g. with the parent or guardian only). A virtual attendance is a two-way conversation between the service provider and the patient, or parent or guardian only, to agree the next step in the patient's pathway. There is contact with the clinician in real time (e.g. via telephone, VC, Skype). The patient record is updated accordingly, and the patient pathway updated.

Could Not Attend (CNA) and Did Not Attend (DNA)

The process to be followed in relation to offering further dates for assessment to children or young people who could not attend or did not attend their assessment will be determined locally. For the purposes of these returns:

CNA – The clock start point is reset to the date at which the patient notified the service that they were unable to attend the appointment. There are no restrictions applied regarding the maximum number of times a date can be reset.

DNA – The clock start point is reset to the date the patient did not attend the appointment. There are no restrictions applied regarding the maximum number of times a date can be reset.

Adjustments

Where the patient is unavailable for medical or social reasons, an adjustment should be made to the wait time to take account of the period of unavailability.

Cancellations by the Neurodevelopment Service

If the Neurodevelopment Service cancels a patient's appointment, the waiting times clock continues and a new appointment must be booked i.e. the clock is not reset.

Note: Where there is a requirement to obtain additional information in support of a referral, such as information from a social worker, the clock should not be stopped.

Information Requirements November 2017 onwards

Number of patients who are waiting to start an ADHD or ASD neurodevelopment assessment

This is the number of patients who are currently waiting to start an ADHD or ASD neurodevelopment assessment as at each census snapshot (i.e. the last calendar day of each month)

Waits should be categorised into the following time bands:

- Patients waiting up to and including 84 days (<= 11 weeks)
- Patients waiting 85 days and over and up to and including 126 days (12-17 weeks)
- Patients waiting 127 days and over and up to and including 182 days (18 - 25 weeks)
- Patients waiting 183 days and over and up to and including 252 days (26 - 35 weeks)
- Patients waiting 253 days and over and up to and including 364 days (36 - 51 weeks)
- Patients waiting 365 days and over (>= 52 weeks)

When calculating wait times, the following guidance applies:

Clock start point is the date which the referral for an ADHD or ASD neurodevelopmental assessment is received by the Neurodevelopmental Service.

Clock stop point is the date of the first face to face appointment of the assessment process (this may be with or without the patient being present e.g. with the parent or guardian only).

Could Not Attend (CNA) and Did Not Attend (DNA)

The process to be followed in relation to offering further dates for assessment to children or young people who could not attend or did not attend their assessment will be determined locally. For the purposes of these returns:

CNA – The clock start point is reset to the date at which the patient notified the service that they were unable to attend the appointment. There are no restrictions applied regarding the maximum number of times a date can be reset.

DNA – The clock start point is reset to the date the patient did not attend the appointment. There are no restrictions applied regarding the maximum number of times a date can be reset.

Adjustments

Where the patient is unavailable for medical or social reasons, an adjustment should be made to the wait time to take account of the period of unavailability.

Cancellations by the Neurodevelopment Service

If the Neurodevelopment Service cancels a patient's appointment, the waiting times clock continues and a new appointment must be booked i.e. the clock is not reset.

Note: Where there is a requirement to obtain additional information in support of a referral, such as information from a social worker, the clock should not be stopped.
