IRSS **Information Requirements and** **Standards Sub Committee**	**Subject:** To amend the All Wales Data Dictionary entry for the data term 'Postcode'
	Implementation date: Immediately

DATA SET CHANGE CONTROL PROCEDURE

Summary of change:

This DSCN gives notification of an update to the description of the data term 'Postcode' in the All Wales Dictionary. The change will be included in Version 2.4 of the All Wales Data Dictionary due for release 1st April 2004.

> *Change Proposal Reference No:*
> *IRSS 04/03/01*

The Information Requirements and Standards Sub Committee (IRSS), is responsible for approving information standards.

Please address enquiry's about this DSCN to the Data Standards and Information Quality Team, HSW, Brunel House, 2 Fitzalan Road, Cardiff CF24 0HA Tel: 029 20502539 or E-mail Data.Standards@hsw.wales.nhs.uk

Data Set Change Notices are available via the Intranet Service HOWIS http://howis.wales.nhs.uk/ or by contacting the above address.

DSCN numbering format = sequence number/year of issue, (W) for Welsh DSCN's.

DATA SET CHANGE NOTICE 10/04(W)

Reference:	**IRSS 04/03/01**

Subject: Amendment to the data term 'Postcode'

Effective Date: 04 March 2004

Reason of Change: Entry in version 2.3 of the Data Dictionary contains incorrect example of postcode format and pseudocodes no longer used.

Background:

The NHS Postcode Directory is maintained, on behalf of the Department of Health, by the Office for National Statistics (ONS).

1. The format of the data term 'Postcode' in version 2.3 of the All Wales Data Dictionary does not match the format prescribed by ONS.
2. Some 'pseudo' postcodes (e.g. those suffixed with 'V' or 'K') are either no longer being used or are being used inappropriately.

Requests from various NHS organisations have asked that the Data Dictionary entry for data term 'Postcode' should be updated and simplified.

Benefits of New Service:

The amended data term has the following benefits:

- Clearer explanation of the format of the Postcode.
- Reduces the risk of applying inappropriate 'pseudocodes'.
- All Wales Data Dictionary will match the NHSIA and ONS/OCS definitions.

Impact in Wales:

This DSCN is notification of *clarification* of the data term entry for 'Postcode' in the All Wales Data Dictionary. There is no impact to information systems being used in NHS Wales.

The Data Term Definition:

Postcode

(General)

For information

Postcode of address.

Format: 8 character alpha-numeric with the 5th character position being blank.

Format key – a = alpha character (A-Z); n = numeric character (0-9); a/n = alphanumeric character (A-Z *or* 0-9).

Character Position	1	2	3	4	5	6	7	8
Format	a	a/n	a/n	a/n	space	n	a	a
Coding Frame	Outward Code				space	Inward Code		

Examples:

Character Position								Notes
1	2	3	4	5	6	7	8	
W	9				3	X	X	
D	A	1			5	P	L	
C	F	2	4		0	H	A	
Z	Z	9	9		4	L	Z	Pseudo Postcodes, Defaults and Overseas

Pseudocodes

There are occasions where the use of a 'pseudocode' is necessary, particularly when dealing with overseas address. Full details of pseudo country codes and other codes may be obtained from the Office of National Statistics website. Some of the more common pseudocodes are:

ZZ99 3VZ	No fixed abode.
ZZ99 3CZ	England/U.K. not otherwise specified.
ZZ99 3GZ	Wales not otherwise specified.
ZZ99 1WZ	Scotland not otherwise specified.
ZZ99 2WZ	Northern Ireland not otherwise specified.

For Data Standards queries please contact:

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