WIGSB **Welsh Information Governance** **and Standards Board**	**Subject: Amendments to Data Items;** **'Patients Usual Address', 'Postcode of** **Usual Address' and 'Birth Date'.**
	Implementation date: Immediately

DATASET CHANGE CONTROL PROCEDURE

Summary of change:

To include a new value for Unknown Date of Birth and an additional sentence to revise the definitions for Patients Usual Address and Postcode.

WIGSB Reference No:
20070315001

Welsh Information Governance and Standards Board (WIGSB), is responsible for approving information standards.

Please address enquiries about Dataset change proposals 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

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

Draft DSCN numbering format = (*year of draft*) 2-*alphacharacter sequence* (W).

Upon receiving approval for the change by WISGB, the draft DSCN number will be reformatted to:
DSCN number format = (*year of issue) sequence number* (W)

In addition,
WIGSB Reference No. format = year/month/day/sequence number (relates to when WIGSB approved change)

Document: DSCN (2007) 06 (W)	Author: Rebecca Wells
Status: Final	Created On: 08/03/2007
Version: 1.0	Date Printed: dd/mm/yyyy

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Document Control

Version:	Issued on:	Owner	Details:
0.01	26/02/2007	R Wells	First draft issued to DSCN Sub-Group
0.02	06/03/2007	R Wells	Updated following DSCN Sub-Group
0.03	15/03/2007	R Wells	To be reviewed in March WIGSB
1.0	16/03/2007	R Wells	Approved by WIGSB and Issued to Service

Reference: WIGSB 20070315001

Subject: Amendment to Data Items 'Patients Usual Address', 'Postcode of
                        Usual Address' and 'Birth Date'

Reason for Change: To revise the definition of Patients Usual Address and Postcode and
                        to introduce a new value for Unknown Date of Birth.

Effective Date: Immediately

<u>Background:</u>

The changes outlined in this DSCN are a result of the Secondary Care Information Steering
Group (SCISG).

Unknown Date of Birth
The Secondary Care Information Steering Group questioned the recording of an unknown date of
birth and how Health Solutions Wales (HSW) process this via Validation at Source (VAS) and
how this date is held on the national databases.

As part of the Outpatient Data Quality Project; the value '00000000' was added to the NHS
Wales Data Dictionary for an Unknown Date of Birth. This change was approved in DSCN
(2006) 04 (W). Since implementation, there has been much discussion as to whether certain
Trusts can hold this on their PAS and have stated they would prefer to submit '11111111'.
However, this will be held as an invalid date on the National Databases. This is because dates in
SQL have to be in a particular date range to be understood by the application. The year must be
greater than "1753" to be recognised in SQL as a date otherwise the date is set to null.

HSW subsequently proposed the value 11/11/1811 for an unknown date of birth. This was
discussed with Trust representatives and other group members at SCISG. It was agreed that
Trusts would submit the proposed value '11/11/1811' when they did not know the actual Date of
Birth of the patient.

It was also noted that the value of unknown date of birth is included in the definition for the data
item 'Date Format'. This will be removed as it relates to a date value and not a date format.

Patients Usual Address & Postcode of Usual Address
The second change included in this DSCN came from a paper also presented at SCISG that
related to Demographical Changes. A query was raised asking whether the patients address is
recorded at the time of admission or at the time of discharge. An additional sentence will be
added to the definition of 'Patients Usual Address' and 'Postcode of Usual Address' to state that
the address recorded is the address at the time of admission or attendance. This is needed to
facilitate demographic analysis for specific clinical conditions.

Changes:

Data Items and Terms Linked to Change can be found in Appendix A

Changes to the NHS Wales Data Dictionary are to be found in the Appendix B.

Data Items and Terms as they will appear in the Data Dictionary can be found in Appendix C

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Appendix A: Data Items and Terms Linked to Changes.

The following table shows all Data Items and Terms that are linked with the changes documented within this DSCN.

Data Items and Terms Linked to Change		
New	**Changed**	**Not affected**
	Birth Date	
	Postcode of Usual Address	
	Patients Usual Address	
	Date Format	

Appendix B: Proposed changes

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 Shaded text identifies text which has been copied from the NHS Wales Data Dictionary.

Birth Date

~~See~~ ~~BIRTH DATE STATUS~~

~~**See**~~ ~~DATE FORMAT~~

(APC ds99/EAL mds/ OP mds/ CC mds)

Date of birth of patient. ~~**Date Status** is associated with this data item and should be used to indicate whether Birth Date is supplied or is not applicable .~~

Format: 8 digit numeric, CCYYMMDD

If the Date of Birth is unknown; use the date ~~'00000000'~~ '11/11/1811' (that is 18111111)

Date Status is associated with this data item and should be used to indicate whether Birth Date is supplied or is not applicable .

See BIRTH DATE STATUS

See DATE FORMAT

Date Format

(General)

For information

Dates appear in a variety of different formats.

Format: 4, 6 or 8 digit numeric: MMYY, DDMMYY, YYMMDD, DDMMCCYY or CCYYMMDD.

Value	Meaning
DD	Day of date, (01 - 31)
MM	Month of date, (01 - 12)
YY	Year of date, (00 - 99)
CC	Century of date, (18, 19, 20)
~~All zeros~~	~~Date of Birth Unknown~~
Spaces*	~~Characters I and O should not be used because of the confusion with 1 (one) and 0 (zero)~~

~~* These codes are not valid for all dates. Individual data items use different codes in particular circumstances. Check the following table for valid codes.~~

Patient's Usual Address
(APC ds99/ EAL mds/ OP mds/ CC mds)

This is the usual address nominated by the patient at the time of admission or attendance. If patients usually resident elsewhere are staying in hotels, hostels or other residential establishments for a short term, say a week, they should be recorded as staying at their usual place of residence. However if long term, such as at boarding school, the school address must be recorded. University students may nominate either their home address or the address of their university accommodation. Where patients are not capable of supplying this information, because of age or mental illness, for example, then the person responsible for the patient, such as a parent or guardian, should nominate the usual address. Patients not able to provide an address should be asked for their most recent address. If this cannot be established then you should record the address as `No fixed abode' or `Address unknown'. These patients are regarded as resident in the local geographical district for contracting purposes. For birth episodes this should refer to the mother's usual place of residence.

APC, EAL and OP mds Format: 175 character alpha-numeric. This is based on 5 lines of 35 characters. This relates to the physical layout of the address, not the logical layout and does not require intelligent intervention when splitting the text string into lines.

Prior to April 1999 the PEDW Format: 100 character alpha-numeric. This is based on 4 lines of 25 characters. This relates to the physical layout of the address, not the logical layout.

Postcode of Usual Address
(APC ds99/ EAL mds/ OP mds/ CC mds)

The postcode applied to the usual address nominated by the patient at the time of admission or attendance, using rules supplied under the data item POSTCODE and those in the NHS Postcode User Directory.

Format: 8 character alpha-numeric. This allows a space to be inserted to differentiate between the inward and outward segments of the code, enabling full use to be made of the Royal Mail postcode functionality.

NACS rules apply.

If a patient has no fixed abode, this should be recorded with the appropriate code (ZZ99 3VZ).

For overseas visitors, the postcode field must show the relevant country pseudo postcode commencing ZZ99, plus spaces followed by a numeric, then an alpha character, then a Z. For example, ZZ99 6CZ is the pseudo-postcode for India. Pseudo-postcodes can be found in the NHS Postcode Directory. They can also be found in the Organisation Codes service Handbook, Appendix F. This is available on NHSnet.

See Postcode

(PEDW (Prior to April 1999), Psychiatric Census)

The postcode applied to the usual address nominated by the patient at the time of admission or attendance, using rules supplied above and those in the NHS Postcode User Directory.

Format: 8 character alpha-numeric. The 5th position is always blank (Ä) and possibly the 3rd and 4th characters may be blank also.

NACS rules apply.

If a patient has no fixed abode, this should be recorded with the appropriate code (ZZ99 3VZ).

For overseas visitors, the postcode field must show the relevant country pseudo postcode commencing ZZ99, plus spaces followed by a numeric, then an alpha character, then a Z. For example, ZZ99 6CZ is the pseudo-postcode for India. Pseudo-postcodes can be found in the NHS Postcode Directory. They can also be found in the Organisation Codes service Handbook, Appendix F. This is available on NHSnet.

See Postcode

Appendix C: Data Items and Terms as they will appear in the Data Dictionary.

Birth Date

(APC ds99/EAL mds/ OP mds/ CC mds)

Date of birth of patient.

Format: 8 digit numeric, CCYYMMDD

If the Date of Birth is unknown; use the date '11/11/1811' (that is 18111111)

Date Status is associated with this data item and should be used to indicate whether Birth Date is supplied or is not applicable.

See BIRTH DATE STATUS

See DATE FORMAT

Date Format

(General)

For information

Dates appear in a variety of different formats.

Format: 4, 6 or 8 digit numeric: MMYY, DDMMYY, YYMMDD, DDMMCCYY or CCYYMMDD.

Value	Meaning
DD	Day of date, (01 - 31)
MM	Month of date, (01 - 12)
YY	Year of date, (00 - 99)
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Patient's Usual Address
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This is the usual address nominated by the patient at the time of admission or attendance. If patients usually resident elsewhere are staying in hotels, hostels or other residential

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establishments for a short term, say a week, they should be recorded as staying at their usual place of residence. However if long term, such as at boarding school, the school address must be recorded. University students may nominate either their home address or the address of their university accommodation. Where patients are not capable of supplying this information, because of age or mental illness, for example, then the person responsible for the patient, such as a parent or guardian, should nominate the usual address. Patients not able to provide an address should be asked for their most recent address. If this cannot be established then you should record the address as `No fixed abode' or `Address unknown'. These patients are regarded as resident in the local geographical district for contracting purposes. For birth episodes this should refer to the mother's usual place of residence.

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(APC ds99/ EAL mds/ OP mds/ CC mds)

The postcode applied to the usual address nominated by the patient at the time of admission or attendance, using rules supplied under the data item POSTCODE and those in the NHS Postcode User Directory.

Format: 8 character alpha-numeric. This allows a space to be inserted to differentiate between the inward and outward segments of the code, enabling full use to be made of the Royal Mail postcode functionality.

NACS rules apply.

If a patient has no fixed abode, this should be recorded with the appropriate code (ZZ99 3VZ).

For overseas visitors, the postcode field must show the relevant country pseudo postcode commencing ZZ99, plus spaces followed by a numeric, then an alpha character, then a Z. For example, ZZ99 6CZ is the pseudo-postcode for India. Pseudo-postcodes can be found in the NHS Postcode Directory. They can also be found in the Organisation Codes service Handbook, Appendix F. This is available on NHSnet.

See Postcode

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Format: 8 character alpha-numeric. The 5th position is always blank (Ä) and possibly the 3rd and 4th characters may be blank also.

See Postcode

Additional Information:

Please address enquiries about this DSCN to: -

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