

# WELSH INFORMATION GOVERNANCE & STANDARDS BOARD

<b>DSC Notice:</b>	DSCN 2010 / 07
<b>Date of Issue:</b>	2 <sup>nd</sup> June 2010

<b>Ministerial / Official Letter:</b> WHC (2008) 007	<b>Subject:</b> Admitted Patient Care Minimum Data Set (APC MDS) Data Validity Standards
<b>Sponsor:</b> Chief Information Officer, Welsh Assembly Government	
<b>Implementation Date:</b> N/A	

## DATA SET CHANGE NOTICE

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

This DSCN was approved by the Welsh Information Governance and Standards Board (WIGSB) at its meeting on the 20<sup>th</sup> May 2010

**WIGSB Reference:** IGRN 2008/019

### Summary:

To introduce references to any historical data item headings that are no longer in use into the NHS Wales Data Dictionary  
To clarify data definitions with respect to the provision of the Scottish Community Health Index (CHI) and Northern Irish Health and Care Numbers.

### Data Sets / Returns Affected:

Admitted Patient Care Minimum Data Set (APC MDS)

Please address enquiries about this Data Set Change Notice to the Data Standards Team in Health Solutions Wales - email: [data.standards@wales.nhs.uk](mailto:data.standards@wales.nhs.uk) / Tel: 029 2050 2539

The Welsh Information Governance and Standards Board is responsible for appraising information standards. Submission documents and WIGSB 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 SET CHANGE NOTICE

## Admitted Patient Care Data Set (APC MDS) Data Validity Standards

### Introduction

A set of data validity standards for APC activity data were introduced in NHS Wales via WHC (2008) 007, effective from 1<sup>st</sup> April 2008. A programme of development was undertaken to update the Validation at Source Service (VASS) to ensure Trusts could identify records that failed the data validity check for those data items monitored. During this development, it was noted that there were certain areas of the NHS Wales Data Dictionary that needed to be updated.

Firstly, it was noted that many historical changes to the valid codes associated with some data items within the APC data set were not clearly documented within the NHS Wales Data Dictionary and were also not built into VASS. To address this, all affected VASS routines were updated to reflect appropriately any mandated historical code changes for the data item concerned. A DSCN was also issued – DSCN (2008) 07(W) – outlining any historical code changes for data items within the APC data set. These are now visible in the NHS Wales Data Dictionary.

Secondly, in developing some of the VASS checks in relation to the APC data validity standards, it was recognised that there was potential to enhance the checks to more accurately reflect the type(s) of data that can be submitted. In particular, it was noted that some of the current definitions did not allow for Trusts to accurately report information that could be considered appropriate, such as NHS Number equivalents for non-English/Welsh patients. It was therefore decided to update the NHS Wales Data Dictionary so that such value-added data was recognised.

### Description of Change

To update the NHS Wales Data Dictionary to introduce references to any historical data item headings that are no longer in use and to clarify data definitions with respect to the provision of the Scottish Community Health Index (CHI) and Northern Irish Health and Care Numbers.

### Data Dictionary Version

This DSCN will be reflected in version 3.1 of the NHS Wales Data Dictionary.

### Actions Required

Local Health Boards and Trusts are asked to:

- Ensure that the data items they submit within the APC MDS hold valid values in relation to the attendance date that applies to each APC record.

Health Solutions Wales (HSW) is required to:

- Ensure all tools associated with the monitoring and reporting of APC activity data validity (e.g. Validation at Source, OP Data Validity Performance Monitoring Report) fully reflect all the changes outlined within this DSCN.

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

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

<b>Data Definition Type</b>	<b>Name</b>	<b>New / Changed / Retired</b>
Data Item	Date Status	Changed
Data Item	Decision to Admit Date	Changed
Data Item	Decision to Admit Date Status	Changed
Data Item	Histological Diagnosis	Changed
Data Item	Main Specialty (Consultant)	Changed
Data Item	NHS Number	Changed
Data Item	Treatment Function Code	Changed
Term	CHI Number	New
Term	Health and Care Number	New

The following table shows data items that have previously been retired and deleted from, but are to be reinstated to the NHS Wales Data Dictionary in order to provide historical reference.

<b>Data Definition Type</b>	<b>Name</b>	<b>New / Changed / Retired</b>
Data Item	Consultant Specialty Function Code	Changed (Reinstated)
Data Item	Decided to Admit Date	Changed (Reinstated)
Data Item	Decided to Admit Date Status	Changed (Reinstated)
Data Item	HA Code of Residence	Changed (Reinstated)
Data Item	Number of Registrable Births	Changed (Reinstated)
Data Item	Organisation Code (Code of Purchaser)	Changed (Reinstated)
Data Item	Purchaser Code	Changed (Reinstated)
Data Item	Specialty Function Code	Changed (Reinstated)

## 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 ~~strike through~~. The text shaded in **grey** shows existing text copied from the NHS Wales Data Dictionary.

### Changed Sections

#### a. Changes to Existing Data Items

### **Date Status (Retired 1<sup>st</sup> April 2008)**

*This data item was retired 1st April 2008 with the values being incorporated into the data items listed below:*

See [Agreed Admission Date Status](#)

See [Attendance Date Status](#)

See [Birth Date Status](#)

See [Birth Date Status \(Mother\)](#)

See [Clinical Referral Date Status](#)

See [Decision to Admit Date Status](#)

See [Discharge Date Status](#)

See [Elective Admission List Removal Date Status](#)

See [End Date Status](#)

See [First Antenatal Assessment Date Status](#)

See [Last DNA or Patient Cancelled Date Status](#)

See [Patient Referral Date Status](#)

See [Procedure Date Status](#)

See [Service Arrangement change Date Status](#)

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### **Decision to Admit Date**

**(APC ds99/ EAL mds)**

*(This data item was formerly known as 'Decided to Admit Date' with the new title and updated definition taking effect from 1<sup>st</sup> April 2006)*

The date upon which the clinician makes the decision to admit the patient.

An elective admission is an admission, which the treatment provider has known about **for** at least 24 hours in advance.

Where the Admission Method is for an emergency, maternity or other admission the Decision to Admit Date will equal the admission date.

Where the Admission Method indicates an elective admission from a waiting list, the Decision to Admit Date should equal the date the clinician decided to place the patient on the waiting list. A patient is placed on the waiting list, when the facilities to carry out the treatment are not currently available and a bed cannot be booked at that time.

Where the Admission Method indicates a booked elective admission, the Decision to Admit Date should equal the date the patient was informed by the consultant of the intention to book a bed for the patient admission. A patient is a booked admission, when the date for admission is given at the time of consultation and the bed is booked at the same time for the patient.

Where the Admission Method indicates a planned admission, the Decision to Admit Date is equal to the date the clinician confirms the patient is for medical reasons now able to receive the further planned treatment. This method is used following a first elective treatment, or an emergency treatment, if further planned elective treatment is required e.g. check cystoscopies, check endoscopies, laser treatments.

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

Format: 8 digit numeric, CCYMMDD

See [Admission Method](#)

See [Date Format](#)

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## Decision to Admit Date Status

(APC ds99/ EAL mds)

*(This data item was formerly known as 'Decided to Admit Date Status' with the new title and updated definition taking effect from 1<sup>st</sup> April 2006)*

Allows the recording of date supplied or date not applicable for the Decision to Admit Date.

Format: 1 digit numeric

Value	Meaning	Valid From	Valid To
1	Date Supplied	1st May 1998	
8	Date not applicable	1st May 1998	
9	Date not known	1st May 1998	20th January 2002

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## Main Specialty (consultant)

(APC ds99/ EAL mds/ OP mds/ RTT/ PP01W)

*(This data item was formerly known as 'Specialty Function Code' with the new title being implemented from 15<sup>th</sup> May 2006)*

This is the main specialty of the Consultant. It is a unique identifier for a specialty function. A specialty function is a division of clinical work to a lower level than that designated by Royal Colleges and Facilities.

Format: 3 digit numeric

See [Appendix A](#)

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## NHS Number

### (General)

It is mandatory to record the NHS Number for each patient registered with a GP practice in England and Wales. The only exception to this rule is A&E care. The NHS number is allocated to an individual, to enable unique identification for NHS health care purposes.

This NHS Number format was mandated for use effective 1<sup>st</sup> November 1997. Prior to this, the NHS Number was an alphanumeric code which ranges in size from 10 – 17 characters.

If known, the patient's Health and Care Number should be used to populate this field for patients resident in Northern Ireland.

If known, the patient's Community Health Index (CHI) Number should be used to populate this field for patients resident in Scotland.

Format: 10 digit numeric

See [Health and Care Number](#)

See [Community Health Index \(CHI\) Number](#)

### Check Digit Algorithm

*(This algorithm applies to the Welsh and English NHS Number and the Northern Ireland Health & Care Number. The check digit algorithm for the Scottish CHI Number is available on request from the Information Products Unit of Health Solutions Wales.)*

There are four steps in the validation of the check digit:

**Step 1** Multiply each of the first nine digits by a weighting factor as follows:

Digit Position (starting from the left)	Factor
1	10
2	9
3	8
4	7
5	6
6	5
7	4
8	3
9	2

**Step 2** Add the results of each multiplication together

**Step 3** Divided the total by 11 and establish the remainder

**Step 4** Subtract the remainder from 11 to give the check digit

**Step 5** Check the remainder matches the check digit. If it does not, the number is invalid.

If the result of Step 4 is **11** then a check digit of **0** is used

If the result of Step 4 is **10** then the number is invalid and not used

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## Treatment Function Code

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

*(This data item was formerly known as 'Consultant Specialty Function Code' with the new title being implemented from 15<sup>th</sup> May 2006)*

The specialty under which the patient is treated. This may either be the same as the specialty function recorded as the consultant's main specialty or a different specialty function which will be the consultant's interest specialty function. Note that both the main specialty function and the interest specialty function should be based on one of the Royal College specialties.

Format: 3 digit numeric

See [Specialty/Specialty of Treatment Code](#)

See [Appendix A](#)

### b. Reinstated Data Items For Historical Information

#### Consultant Specialty Function Code (Retired 15th May 2006)

*This data item retired as a result of DSCN (2006)05(W) and has been replaced with the data item 'Treatment Function Code'*

See [Treatment Function Code](#)

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#### Decided to Admit Date (Retired 31<sup>st</sup> March 2006)

*This data item retired as a result of DSCN 13/05(W) and has been replaced with the data item 'Decision to Admit Date'*

See [Decision to Admit Date](#)

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#### Decided to Admit Date Status (Retired 31<sup>st</sup> March 2006)



*This data item retired as a result of DSCN 13/05(W) and has been replaced with the data item 'Decision to Admit Date Status'*

See [Decision to Admit Date Status](#)

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### **HA Code of Residence (Retired 1<sup>st</sup> April 2003)**

*This data item retired as a result of DSCN 22/03(W) and has been replaced with the data item 'Local Health Board of Residence'*

See [Local Health Board of Residence](#)

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### **Number of Registrable Births (Retired 30<sup>th</sup> April 1998)**

*This data item was retired and has been replaced with the data item 'Number of Babies'*

See [Number of Babies](#)

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### **Organisation Code (Code of Purchaser) (Retired 20<sup>th</sup> January 2002)**

*This data item was retired and has been replaced with the data item 'Code of Commissioner'*

See [Code of Commissioner](#)

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### **Purchaser Code (Retired 30<sup>th</sup> April 1998)**

*This data item was retired and has been replaced with the data item 'Organisation Code (Code of Purchaser)'*

See [Organisation Code \(Code of Purchaser\)](#)

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### **Specialty Function Code (Retired 15<sup>th</sup> May 2006)**

*This data item retired as a result of DSCN (2006)05(W) and has been replaced with the data item 'Main Specialty (consultant)'*

See [Main Specialty \(consultant\)](#)

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#### **c. New Terms**

### **Community Health Index (CHI) Number**

The Community Health Index (CHI) is a population register, which is used for patients resident in Scotland for health care purposes.

The CHI number is a unique numeric identifier, allocated to each patient on first registration with the Service. The CHI number is a 10-character code consisting of the 6-digit patient date of birth (format: ddmmyy), two digits, a 9th digit which is always even for females and odd for males and an arithmetical check digit.

Format: 10 digit numeric

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## Health and Care Number

The Health and Care Number was introduced for the use and benefit of patients and clients resident within Northern Ireland. This number will be used, from birth, for life for receipt of Health and Social Services in Northern Ireland.

The Health and Care Number is a 10 digit number randomly selected and allocated to everyone in Northern Ireland. The first two characters of the Health and Care Number must always lie within the range 32 - 39.