

WELSH INFORMATION STANDARDS BOARD

DSC Notice:	DSCN 2013 / 04
Date of Issue:	11 th June 2013

Ministerial / Official Letter: n/a	Subject: Cancelled Admitted Procedures Data Set
Sponsor: Kevin Flynn, Director of Delivery and Deputy Chief Executive, NHS Wales Welsh Government	
Implementation Date: 1 st May 2013	

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 Standards Board (WISB) out of committee on the 31st May 2013

WISB Reference: ISRN 2011 / 003

Summary:

To extend the Cancelled Admitted Procedures Data Set to include the data item 'Record ID' and to add additional clarification to the data definition 'Procedure Date' in relation to this data set.

Data sets / returns affected:

Cancelled Admitted Procedures Data Set

Please address enquiries about this Data Set Change Notice to the Data Standards Team in NHS Wales Informatics Service

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 SET CHANGE NOTICE

Introduction

The Cancelled Admitted Procedures Data Set (CAP ds) was introduced via [DSCN 2013 / 03](#) on the 7th February 2013.

During the design and development of the national infrastructure for the CAP ds, it was recognised that there was the need to enable Health Boards to submit amendment and deletion records and to permit data providers to 'bulk delete' data within a defined date range. In order to facilitate this requirement the data item 'Record ID' is being added to the data set. 'Bulk Delete' functionality enables Health Boards to delete multiple records of data from data set based on a specified date range, rather than having to delete individual records.

During the pilot phase of the project, it also became apparent that there was some confusion within the Health Boards as to what should be populated in the 'Procedure Date' field. In the CAP ds, this optional field should (where possible) be populated with the date on which the elective inpatient or day case procedure is ultimately carried out, rather than any earlier intended date. The definition has been updated to ensure this requirement is clear.

Description of Change

To include the data item 'Record ID' in the Cancelled Admitted Procedures Data Set (CAP ds) and to add additional clarification for the reporting of 'Procedure Date' in the CAP ds.

Data Dictionary Version

Where applicable, this DSCN reflects changes introduced by DSCN and/or DDCN since the release of version 4.2 of the NHS Wales Data Dictionary.

The changes introduced by such DSCNs will be published in version 4.3 of the NHS Wales Data Dictionary.

Actions Required

Actions for Local Health Boards

- To include the data item 'Record ID' in Cancelled Admitted Procedures Data Set submissions for data relating to 1st May 2013 onwards (i.e. as submitted from June 2013 onwards) as per the instructions in this DSCN.
- Where capable, ensure that 'Procedure Date' is correctly populated with the date the procedure was actually carried out following a cancellation.

Actions for the NHS Wales Informatics Service:

- Update the NHS Wales Data Switching Service (NWDSS) to allow the submission of 'Record ID' in the Cancelled Admitted Procedures Data Set for data relating to 1st May 2013 onwards (i.e. as submitted from June 2013 onwards).

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

The following table shows all the 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
Patient Level Data Set	Cancelled Admitted Procedures Data Set	Changed	5/6
Data Item	Procedure Date	Changed	7
Data Item	Record ID	Changed	7

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) Changes to Cancelled Admitted Procedures Data Set

Cancelled Admitted Procedures Data Set (CAP ds)

Return Submission Details

All returns are to be sent in a fixed file format.

The return should be sent via the secure upload mechanism located on the NHS Wales Data Switching Service (NWDSS) – <http://nwdss.hsw.wales.nhs.uk> (NHS Wales Users Only)

Returns should be submitted monthly and signed off in the NWDSS by the Local Health Boards (LHBs) by the 28th calendar day of the month. If the 28th falls on a weekend or bank holiday, the deadline for submissions is the next available working day.

A cancellation should be reported for the month that the cancellation occurred. For example, if a procedure was due to take place on the 19th June 2013 but was cancelled on the 17th April 2013, the cancellation in April 2013 should be reported in April 2013 data submitted in May 2013.

The following data items are used to uniquely identify a cancellation record:

- Organisation Code (Code of Provider)
- Local Patient Identifier
- Pathway Identifier
- Intended Admission Date

Scope

The scope of the new data set is as follows:

- LHBs are required to submit data for **elective inpatient and day case** activity only via the submission of the cancelled intended admission.
 - Cancelled Regular Day / Night Attendance procedures are excluded.
 - Maternity activity (i.e. Admission Method '31' and '32') is excluded.
- Inpatient and day case patients who are admitted and discharged without having their elective procedure undertaken are included.
- Those procedures that are cancelled and brought forward are excluded.

- Procedures that are cancelled one or more times during the same admitted stay but are subsequently performed during that admitted stay are excluded.
- Procedures that are cancelled one or more times during the same admitted stay and not performed during that stay should be reported as one cancellation.
- Procedures that are cancelled twice for the same intended admission date should be counted as one cancellation.
- Patients whose procedures were scheduled to take place outside Wales are excluded.
- Local Health Boards are required to submit data on Welsh residents whose procedures are intended to take place in their Local Health Board. For example, if a patient is on a waiting list in Cardiff University Health Board but are sent to Cwm Taf to have their procedure (waiting list initiative). Cwm Taf schedule the intended admission date and subsequently cancel the procedure, the cancellation should be submitted by Cwm Taf.
- Velindre NHS Trust are excluded.

Data Set Structure

Rating 1=mandatory 2=optional	Field Order	Format
1	Record ID	1 alpha character
1	NHS Number	10 digit numeric
1	Birth Date	8 digit numeric, CCYYMMDD
1	Organisation Code (Code of Provider)	3 alpha numeric characters
1	Site Code of Treatment	5 alpha numeric characters
1	Local Patient Identifier	10 alpha numeric characters
1	Pathway Identifier	20 alpha numeric characters
1	Treatment Function Code	3 digit numeric
1	Intended Admission Date	ccyymmdd
1	Cancellation Date	ccyymmdd
1	Reason for Cancellation	3 alpha numeric characters
2	Procedure Date	ccyymmdd

b) Changes to Existing Data Items

Procedure Date

This data item is / was included in the following data sets / collections between the dates shown:

Data Set / Collection	Valid From	Valid To
APC ds99	1 st April 1999	
CAP ds	1 st April 2013	

This is the date of the start of a patient procedure. [Procedure Date Status](#) is associated with this data item and should be used to indicate whether procedure date is supplied or is not applicable.

Format: 8 digit numeric, CCYYMMDD

For Cancelled Admitted Procedures

This is the date that the planned elective admitted procedure was ultimately carried out. It does **NOT** refer to the date on which the cancelled procedure was due to take place.

Record Id

This data item is / was included in the following data sets / collections between the dates shown:

Data Set / Collection	Valid From	Valid To
APC ds99	1 st April 1999	
OP ds	1 st April 1999	
CC ds	1 st April 2007	
OPR ds	1 st July 2008	
EDDS	1 st April 2009	
CAP ds	1 st May 2013	

This is the field to identify the type of record being submitted.

Format: 1 alpha

DS	Value	Meaning	Valid From	Valid To
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APC	L	New record	1 st July 1997	
	A	Amendment record	1 st July 1997	
	C	Deletion record	1 st July 1997	
OP/ CC/ OPR/ EDDS/ CAP	N	New record	31 st May 2005 for OP 31 st December 2006 for CC 1 st October 2008 for OPR 1 st April 2009 for EDDS 1 st May 2013 for CAP ds	
	A	Amendment record	31 st May 2005 for OP 31 st December 2006 for CC 1 st October 2008 for OPR 1 st April 2009 for EDDS 1 st May 2013 for CAP ds	
	D	Deletion record*	31 st May 2005 for OP 31 st December 2006 for CC 1 st October 2008 for OPR 1 st October 2009 for EDDS 1 st May 2013 for CAP ds	

Note: there is no record id in the layout of the Elective Admission List (EAL) mandatory dataset as this is a periodic census, providing a 'snapshot' on a specific date.

The values of the Record Id in the Admitted Patient Care (APC) layout were originally used for the Hospital Activity Analysis reporting. With the commencement of PEDW (early 1990's) these same values were carried forward into the APC development. At the time of the Outpatient mandated dataset it was agreed that these values should adopt a more logical standard.

* Bulk Delete Headers were introduced to enable organisations to delete a time series of data in one transaction instead of individual delete records.

Depending on the data provided as part of the bulk delete header record, individual deletion ('D') records are automatically created by the NHS Wales Data Switching Service, deleting the related records from the national databases.

A detailed description of the format and processing of bulk delete header records can be found on the NHS Wales Data Switching Service website, along with additional technical information relation to the submission of the data set:

<http://nwdss.hsw.wales.nhs.uk>