

WELSH INFORMATION STANDARDS BOARD

DSC Notice:	DSCN 2024 / 03
Date of Issue:	3 rd January 2024

<p>Welsh Health Circular/Official Letter: N/A</p> <p>Sponsor: Lesley Law, Delivery & Performance Division, Welsh Government</p> <p>Implementation Date: 1st April 2024</p>	<p>Subject: RTT – Exclusion of Deceased Patients</p>
<p>DATA STANDARDS CHANGE NOTICE</p> <p>A Data Standards Change Notice (DSCN) is an information mandate for a new or revised information standard.</p> <p>This DSCN was approved by the Welsh Information Standards Board (WISB) at its meeting on Thursday 16th November 2023.</p> <p>WISB Reference: ISRN 2023/030</p>	
<p>Summary: To provide clarity on the scope with regards to the exclusion of deceased patients under the Referral to Treatment dataset (RTT).</p>	
<p>Data sets / returns affected: Referral to Treatment dataset (RTT)</p>	
<p>Please address enquiries about this Data Standards Change Notice to the Data Standards Team in Digital Health and Care Wales</p> <p>E-mail: data.standards@wales.nhs.uk / Tel: 02920502539</p>	
<p>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:</p> <p>https://nhswales365.sharepoint.com/sites/DHC_DST/Lists/Information%20Standards%20Assurance%20Submission%20Log/AllItems.aspx</p>	

DATA STANDARDS CHANGE NOTICE

Introduction

Currently there are occasions when deceased patients are included in the end of the month submissions in the Referral to Treatment Time dataset (RTT). This is due to a known issue within WPAS, where once a patient is recorded as deceased, it re-opens the patient's pathway which means they are then included within the Health Board's monthly submissions. This issue has been raised with DHCW's Software Development team, however a resolution to this is yet to be found.

It was identified that currently the existing scope of the RTT dataset does not specifically note the exclusion of deceased patients. Therefore, to provide clarity it was agreed to incorporate this within the scope to ensure these patients are removed ahead of each submission and will prevent Data Quality issues.

Description of Change

To provide clarity, the following information has been added to the scope of the RTT dataset:

- The exclusion of any patients who are known to be deceased up until the date of submission.

Data Dictionary Version

Where applicable, this DSCN reflects changes introduced by DSCN and/or DDCN since the release of version 4.19 of the NHS Wales Data Dictionary.

The changes introduced by such DSCNs will be published in version 4.20 of the NHS Wales Data Dictionary.

Actions Required

Local Health Boards / Trusts:

- To ensure the exclusion of any deceased patients from the monthly RTT submissions.

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
Live Aggregate Data Collections	Referral to Treatment Times (RTT)	Change	4

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.

Referral to Treatment Times (Combined)

Return Submission Details

Field Order	Format
Data Reference	2 alpha characters
Return Date	ccyymmdd
Organisation Code (LHB Area of Residence)	3 alpha numeric characters
Organisation Code (Code of Provider)	3 alpha numeric characters
Referring Organisation Code	3 alpha-numeric characters
Treatment Function Code	3 digit numeric
Local Sub Specialty Code	3 digit numeric
Stage of Pathway	1 digit numeric
Weeks Wait	Alpha Numeric
Count	Numeric
Age Group at Referral	2 character alpha numeric

All returns are to be sent in the form of a comma separated text file (csv format). There will be no header record.

The return should be named as:

xxxmmmyy.csv

where:

xxx = the Local Health Board / Trust code.

mmm = first three letters of the month to which the data relates, e.g. Apr for the submission of data relating to waiting times at end April.

yy = last 2 digits of the year.

Each file may contain RTT data relating to one month only – i.e. contain data relating to one return (or census) date only. Resubmissions are routinely permissible for the month preceding the current reporting month only and should be submitted separately.

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 NHS Wales Data Switching Service by Local Health Boards / Trusts by 17:00 on the 10th working day of the month.

The 26 week Referral to Treatment Time target is applicable to Welsh residents only. Therefore, there is no requirement to submit Referral to Treatment Times for English patients being treated (or waiting for treatment) in Welsh LHBs.

Where LHBs / Trusts provide specialty services for which there are no waits to report, they are not required to include a count for that specialty. However, if the Local Health Board / Trust provides a zero open or closed pathway count for any specialty, the Organisation Code (Code of Provider), Treatment Function Code and Local Sub Specialty Code fields should be populated as normal and:

- CP or OP may be submitted in the Data Reference field, depending on the data reference where the zero count is applicable;
- X98 should be submitted in the Organisation Code (LHB of Residence) field;
- X98 should be submitted in the Referring Organisation Code field;
- A '9' should be submitted in the Stage of Pathway field;
- A zero should be submitted in the zero Weeks Wait time band;
- A zero should be submitted in the Count field.
- The exclusion of any patients who are known to be deceased up until the date of submission.

For Welsh residents treated (or waiting for treatment) in England:

NWIS is routinely provided with data for Welsh residents being treated (or waiting for treatment) in England. This data is initially supplied monthly by a number of English NHS organisations. NWIS is required to collate these individual returns into a single aggregate return and upload via the NHS Wales Data Switching Service – <http://nwdss.hsw.wales.nhs.uk/>. **(NHS Wales Users Only)**

NWIS will provide monthly data extracts of Welsh residents treated (or waiting for treatment) in English NHS organisations to each LHB / Trust. LHBs / Trusts are required to validate their data and agree their data to be reported centrally with NWIS by the 8th working day of the each month. NWIS is then required to submit a single all-Wales return monthly, which should be signed off in the NHS Wales Data Switching Service by 17:00 on the 10th working day of each month.

Each monthly return should relate to data for the reporting period one month previous to the current reporting month – e.g. in June, data for Welsh residents treated (or waiting for treatment) in England in April should be submitted.