

# Common Client Data Set v2.1

Specification of Data Elements v1.0

14 December 2007

Version	Date	Action
CCDSv2 Specification 1.0	22 December 2006	CCDSv2 Published
CCDSv2.1 Specification 0.1	1 October 2007	CCDSv2.1 Minor updates and corrections
CCDSv2.1 Specification 1.0	14 December 2007	CCDSv2.1 Final Version

## Table of Contents

Introduction	3
Changes from CCDSv1.2 to CCDSv2	6
Changes from CCDSv2 to CCDSv2.1	7
CCDSv2.1 Data Elements	8
1. Client – Accommodation – NNNN	10
2. Client – Birth Order – N	13
3. Client – Birth Plurality – N	14
4. Client – Carer Availability – N	15
5. Client – Carer Residency Status – N	16
6. Client – Centrelink Customer Reference Number, {N(9)A}	17
7. Client – Concession Card Type, N	18
8. Client – Country of Birth – NNNN	19
9. Client – Cultural Background – NNNN	20
10. Client – Date Accuracy – AAA	21
11. Client – Date of Birth – DDMMYYYY	23
12. Client – Date of Death – DDMMYYYY	24
13. Client – Dependent Children – N	25
14. Client – Department of Veterans’ Affairs Entitlement – N	26
15. Client – Department of Veterans’ Affairs File Number – AAXXNNNN[A]	27
16. Client – Employment Status – N	29
17. Client – First Given Name– Text [X(40)]	30
18. Client – Funded Organisation Client Identifier – X[20]	31
19. Client – Funded Organisation Client Identifier (Ceased) – X[20]	32
20. Client – Funded Organisation Client Identifier (Retained) – X[20]	33
21. Client – Funded Organisation Client Identifier Type – A	34
22. Client – Government Pension/Benefit Status – N	35
23. Client – Highest Level of Educational Attainment – NN	36
24. Client – Homelessness Status – N	38
25. Client – Indigenous Status – N	39
26. Client – Legal Status– NNNN	40
27. Client – Living Arrangement – N	42
28. Client – Marital Status– N	43
29. Client – Medicare Card Number– N(11)	44
30. Client – Medicare Card Suffix– XXX or A-A	45
31. Client – Middle Name, Text [X(40)]	46
32. Client – Name Type – N	47
33. Client – Need for Interpreter Services– N	49
34. Client – Occupation – NN	50
35. Client – Preferred Language– NNNN	52
36. Client – Refugee Status– N	53
37. Client – Relationship of Carer to Care Recipient– N	54
38. Client – Residential Locality– [A(46)]	55
39. Client – Residential Postcode – {NNNN}	56
40. Client – Residential State or Territory – N[N]	57
41. Client – Sex– N	58
42. Client – Surname/Family Name– Text [X(40)]	59
CCDSv2.1 Derived Data Elements	60
43. Client - Letters of Name	61
44. Client – Residential Local Government Area – NNNNN	62
45. Client – Statistical Linkage Key– AAAAADDMMYYYYN	63

# Introduction

## The Common Client Data Set

The Common Client Data Set version 1.2 (CCDSv1.2) is a set of thirty data elements used across nine Rural and Regional Health and Aged Care Services Division data collections. The data elements relate to client demography such as Country of Birth and Preferred Language and identifiers such as Agency Client Number, and for funded organisations, represent the total client data reporting requirements of the nine data collections. That is, data collection custodians have agreed that any and all client data reporting expectations have been articulated in CCDSv1.2. However, no single data collection uses all 30 data elements. It should also be noted that the scope of the CCDSv1.2 does not include data describing the client's behaviours and conditions related to the services provided. It is intended that the CCDSv2.1 would in fact be a set of data elements that could be used across a range of departmental functions regardless of the type of service provided and any accompanying information needs.

The scope of the CCDSv1.2 is centred on the type of client data that is collected, not how it is collected. That is, CCDSv1.2 articulates the metadata details of the required data, but does not make recommendations relating to how a question is asked of a client or what technical/technological support is required to manage those details.

The CCDS was developed to promote consistent understanding and use of client social demography and identifiers across several Rural and Regional Health and Aged Care Division data collections. The CCDSv1.2 provides obvious benefits along the information continuum for clients, organisations and the Department by:

- establishing a common understanding and approach to client data
- supporting gains in reporting and accountability and statistical linkage and analysis
- leveraging improvement at the point of service delivery - a client's can respond once and satisfy the reporting requirements of all relevant DHS funded programs, rather than having to offer multiple versions of similar information to meet various reporting requirements.

While CCDSv1.2 was developed for several large unit-based data collection managed within RRHACS Division, version 2.1 of the CCDS (CCDSv2.1) is being developed with a whole of health and aged care focus. The scope has broadened to include significant acute health data collections, such as the Victorian Admitted Episodes Dataset and the Victorian Integrated Non-admitted Health Minimum Dataset, VINAH (formerly known as the Sub-acute Ambulatory Care Data Set). As per version 1, CCDSv2.1 has been realised through extensive negotiation and agreement between the managers of the relevant data collections. CCDSv2.1 will again be used to support Primary Care Partnerships through inclusion in the Service Coordination Tool Templates. CCDSv2.1 will also be included in the Dental Health and Mental Health program data collections.

## Specification of Data Elements

The purpose of this document is to assist DHS health and aged care data collection managers to implement CCDSv2.1. CCDSv2.1 will support a consistent approach to the collection, management, sharing and reporting of client information across a number of health and aged care data collections.

The benefits of adopting CCDSv2.1 are broad and vary in impact. For example, the CCDSv2.1 will:

- enhance data accuracy with clients and organisations needing to consult one standard only – more accurate data will support improved decision making at an organisational level, more efficient use of time with a client and improved client satisfaction and safety
- lead to more efficient information sharing, assisting organisational confidence as questions won't need to be repeated just because one data collection uses a different data structure to another for the same information – organisational business practice can then change to reflect this
- improve planning and funding decisions within and across DHS program branches through more accurate data and greater opportunities to analyse a broader common data set
- encourage simpler data repository design when operating in a common data environment

- encourage software vendors to develop architecture that recognises and exploits the concept of commonality
- promote efficient internal and external communications, such as in reporting to DHS, messaging other funded organisations as part of the service coordination or e-referral initiative and improving feedback from funded organisation to DHS and vice versa.

## Data Collections in Scope

The data collections that are utilising CCDSv1.2 include (note that each collection is identified also by the number assigned to it in the Whole of Health and Aged Care Data Collection Register):

- 133 Victorian Aged Care Assessment Program Minimum Dataset (ACAP)
- 135 Home and Community Care Minimum Dataset (HACC)
- 149 Community Connections Service Minimum Data Set (CC)
- 151 Housing Support for the Aged Minimum Data Set (HAS)
- 153 Older Persons High Rise Support Program Minimum Data Set (OPHRS)
- 187 State Alcohol & Drug Treatment Service Utilisation Data Collection (A&D)
- 232 Community and Women's Health Data Collection (C&WH)
- 310 Blood Borne Viruses and Sexually Transmitted Infections Data Collection (BBV/STI)
- 408 Supported Residential Services Service Co-ordination & Support Minimum data Set (SRS).

CCDSv2.1 has expanded in scope to include additional health and aged care data collections including:

- 6 Victorian Mental Health Data Collection (VMHDC) (previously labelled CMI/ODS - Client Management Interface Operation Data Store)
- 31 Victorian Integrated Non-Admitted Health Dataset (VINAH) (formerly Sub-acute Ambulatory Care MDS, HARP MDS, Palliative Care MDS)
- 170 Victorian Dental Health Data Collection (Dental)
- 278 Consultative Council on Obstetric and Paediatric Mortality and Morbidity Data Collection (PERINATAL)
- 405 State Drink Driver Education Data Collection
- 406 State Alcohol and Drug Primary Health Service Data Collection - registered clients (A&D)
- 407 State Alcohol and Drug Unregistered Client Contact Data Collection (A&D)
- 431 DirectLine
- 550 Victorian Admitted Episodes Dataset (VAED)
- 551 Elective Surgery Information System (ESIS)
- 552 Victorian Emergency Minimum Dataset (VEMD).

Also included in scope is the service coordination initiative through the Primary Care Partnerships Data Dictionary (SCTT).

The release of CCDSv2.1 has not increased the scope of data collections using consistent metadata to describe client demographics. However, ongoing development and publication of standards and the timing for implementation of the original CCDSv2 provided an opportunity for several minor administrative updates, to which participating data collection custodians agreed.

## References

One of the key principles guiding the development of the CCDSv2.1 is standardisation/rationalisation, as standards support common understanding, system interoperability and quality and efficiency relating to conceptual and physical infrastructure. Core standards that relate to the development of the CCDSv2.1 are sourced from:

- the International Standards Organisation (ISO)
- the Australian Bureau of Statistics (ABS)
- Standards Australia (SA) and
- the Australian Institute of Health and Welfare's (AIHW) online metadata registry known as METeOR. METeOR incorporates the National Health, Community Services and Housing Data Dictionaries.

Specific references of interest are:

- The work is guided by the DHS Information Management Principles available at <http://knowledgenet.csv.au:8080/knowledgenet/Knowledg.nsf/Web+Pages/7E281352F57F376BCA256C2200211DEE?OpenDocument>
- The metadata framework is based on ISO/IEC 11179, Information Technology – Metadata Registries (MDR) available at <http://metadata-standards.org/11179/>
- The metadata content can be obtained from:
  - The Australian Institute of Health and Welfare’s online metadata registry METeOR at <http://meteor.aihw.gov.au/content/index.phtml/itemId/181162>
  - The Australian Bureau of Statistics (ABS) Directories Classifications and Manuals website at <http://www.abs.gov.au/AUSSTATS/abs@.nsf/viewcontent?readform&view=DirClassManualsbytitle&Action=expandwithindex&Num=1>
  - Other program specific sources as indicated in each data elements’ *METeOR Identifier* and *Value Domain Attributes*.

*For any queries on the Common Client Data Set initiative, please contact*

Mark Morrissey

(03) 9096 2001

[mark.morrissey@dhs.vic.gov.au](mailto:mark.morrissey@dhs.vic.gov.au)

## Changes from CCDSv1.2 to CCDSv2

CCDSv1.2 Data Element	CCDSv2 Data Element	Change
All elements	Client – ...	<ul style="list-style-type: none"> <li>all elements title begins with “Client – “</li> </ul>
-	Client – Birth Order	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Birth Plurality	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Centrelink Customer Reference Identifier	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Date of Death	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Funded Organisation Client Identifier (Ceased)	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Funded Organisation Client Identifier (Retained)	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client - Funded Organisation Client Identifier Type	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client - Highest Level of Educational Attainment	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Letters of Name	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Marital Status	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Medicare Card Number	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Medicare Card Suffix	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Middle Name	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Name Type	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Occupation	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-	Client – Refugee Status	<ul style="list-style-type: none"> <li>new data element</li> </ul>
-		<ul style="list-style-type: none"> <li></li> </ul>
-	Client - Residential State or Territory	<ul style="list-style-type: none"> <li>new data element</li> </ul>
Accommodation	Client – Accommodation	<ul style="list-style-type: none"> <li>value domain change</li> </ul>
Accommodation (ACAP)	-	<ul style="list-style-type: none"> <li>delete</li> </ul>
Agency Client Identifier	Client - Funded Organisation Client Identifier	<ul style="list-style-type: none"> <li>title change</li> </ul>
Alphacode	-	<ul style="list-style-type: none"> <li>delete</li> </ul>
Carer Availability	Client - Carer Availability	<ul style="list-style-type: none"> <li>value domain change</li> </ul>
Carer Residency Status	Client - Carer Residency Status	<ul style="list-style-type: none"> <li>value domain change <sup>2</sup></li> </ul>
Country of Birth	Client – Country of Birth	<ul style="list-style-type: none"> <li>value domain change</li> </ul>
Cultural Background	Client – Cultural Background	<ul style="list-style-type: none"> <li>value domain change</li> </ul>
Date of Birth Estimate Flag	Client – Date of Birth Accuracy	<ul style="list-style-type: none"> <li>value domain change</li> </ul>
Dependent Children	Client – Dependent Children	<ul style="list-style-type: none"> <li>value domain change <sup>2 6</sup></li> </ul>
DVA Card Number	Client – Department of Veterans’ Affairs File Number	<ul style="list-style-type: none"> <li>title change</li> </ul>
DVA Entitlement	Client - Department of Veterans’ Affairs Entitlement	<ul style="list-style-type: none"> <li>title change <sup>7</sup></li> </ul>
First Given Name	Client - First Given Name	<ul style="list-style-type: none"> <li>value domain change</li> </ul>
Government Pension/Benefit Status	Client – Government Pension/Benefit Status	<ul style="list-style-type: none"> <li>value domain change</li> </ul>
Health Care Cardholder Status	Client – Concession Card Status	<ul style="list-style-type: none"> <li>title change</li> <li>value domain change</li> </ul>
Legal Status	Client – Legal Status	<ul style="list-style-type: none"> <li>value domain change</li> </ul>
Living Arrangement	Client – Living Arrangement	<ul style="list-style-type: none"> <li>value domain change <sup>2</sup></li> </ul>
Relationship of Carer to Care Recipient	Client - Relationship of Carer to Care Recipient	<ul style="list-style-type: none"> <li>value domain change <sup>12</sup></li> </ul>
Residential Locality	Client – Residential Locality	<ul style="list-style-type: none"> <li>value domain change <sup>13</sup></li> </ul>

CCDSv1.2 Data Element	CCDSv2 Data Element	Change
Sex	Client – Sex	• value domain change <sup>14</sup>
Surname/Family Name	Client – Surname/Family Name	• value domain change <sup>8</sup>

## Changes from CCDSv2 to CCDSv2.1

CCDSv2.1 has been developed to correct some minor inaccuracies present in the CCDSv2. These changes include

CCDSv2 Data Element	CCDSv2.1 Data Element	Change
Client – Concession Card Type	Client – Concession Card Type	• value domain change <sup>15</sup>
Client – Country of Birth	Client – Country of Birth	• value domain change <sup>16</sup>
Client – Department of Veterans' Affairs Entitlement	Client – Department of Veterans' Affairs Entitlement	• value domain change <sup>15</sup>
Client – Indigenous Status	Client – Indigenous Status	• definition change <sup>17</sup>
Client – Residential Locality	Client – Residential Locality	• value domain change <sup>18</sup>
Client - Statistical Linkage Key	Client - Statistical Linkage Key	• value domain change <sup>19</sup>

# CCDSv2.1 Data Elements

## Notes for Use

### METeOR Identifier

As the national online metadata registry, METeOR provides a central point of reference to which CCDSv2.1 data elements can relate to the relevant National Data Dictionaries metadata. Further information on [metadata](#) can be found on METeOR. Where possible, each data element has been linked to its equivalent or “best-fit” METeOR data element and value domain. This makes transparent the decision making process behind CCDSv2.1 data elements and supports simple identification of the appropriate standard.

The *METeOR Identifier* will:

- provide a hyperlink to an identical METeOR data element, or
- be “based on” a hyperlinked METeOR data element which has a similar general intention to the CCDSv2.1 but is different in some way (e.g. scope, value domain), or
- indicate “none – refer to”, where there is no METeOR equivalent and an alternative metadata source is identified.

### Value Domain Attributes

#### Value Domain

METeOR describes a Value Domain as providing [a set of permissible values by which a data element can be implemented](#) – that is, how to measure the characteristic in question. For example, *Person’s Height* can be measured by using international standard units centimetres, so the value domain is Total Centimetres.

The *Value Domain* in this document will:

- provide a hyperlink to the source to which the value domain is referenced (e.g. Client – Birth Order value domain is sourced from the METeOR item 270586 Birth Order code N, available at <http://meteor.aihw.gov.au/content/index.phtml/itemId/270586>)– the default will be a METeOR reference, other references will be clearly indicated e.g. ABS standard, or
- be “based on” a hyperlinked METeOR value domain which has a similar general intention to the CCDSv2.1 but is different in some way (e.g. coding structure, slightly different definition such as Client – Marital Status which is based on the value domain 270666 Marital Status code N at <http://meteor.aihw.gov.au/content/index.phtml/itemId/270666> but is slightly different) or
- be blank if there are no prescribed codes and definitions.

#### Other Components of the Value Domain

Also included in the Value Domain section of each data element are a number of items that further define the data element. More information on the definition and use of these details is available on METeOR for [Representation class](#), [Data type](#), [Format](#) and [Maximum character length](#).

#### Permissible Values

METeOR describes Permissible Values as a [list of codes and code descriptions representing values specified on a primary collection form](#) – that is, the scope of possible values that can describe the characteristic being sought. For example, the permissible values for the value domain *Colours of the Rainbow* might be 1 red, 2 orange, 3 yellow, 4 green, 5 blue, 6 indigo and 7 violet.

- CCDS data elements use value domains that have consistent granularity, i.e. values at the same level of detail. For example Client – Government Pension/Benefit Status includes values 1 Aged Pension 2 Department of Veterans’ Affairs (DVA) Pension 3 Disability Support Pension and so on –in this example, code 2 DVA Pension is not further expanded to include all the various specific DVA Pension entitlements because that would result in a different level of detail to the other pension values listed.
- however, in some cases, two or more data collections require the same data to describe a client but at a different level of detail, e.g. the value domain used in Client - Preferred Language allows the

reporting of a lesser level of detail known as Major Groups (such as 1000 NORTHERN EUROPEAN LANGUAGES), or a middle level of detail known as Minor Groups (such as 1100 Celtic Languages) or a greater level of detail known as Language Group (such as 1101 Gaelic, 1102 Irish...). This will allow a funded organisation to collect client data once, e.g. if a client's preferred language is Gaelic, this can be reported as 1000 NORTHERN EUROPEAN LANGUAGES for a data collection that requires the least level of detail, as 1100 Celtic Languages for a collection that requires a middle level of detail or as 1101 Gaelic for a collection requiring a greater level of detail.

### **Supplementary Values**

METeOR defines supplementary values as a [\*list of codes and code descriptions representing values produced in the data cleaning process \(i.e. were not specified on the data collection form\)\*](#). For example, if a client's response to a question is not considered a permissible value, it could be recorded as a *Not stated/inadequately described* value.

Supplementary codes that:

- relate directly to the data element are included in CCDSv2.1 (e.g. Not stated/ inadequately described).
- relate to the collection of the data element are excluded from CCDSv2.1 (e.g. Not applicable).

### **Guide for Use**

This section includes comment to clarify the metadata, such as a further explanation of codes and descriptions. Guide for Use also includes prompts to check for logical consistencies across data elements, e.g. Client – Date of Death value cannot be before the Client Date of Birth value for the same client.

---

## 1. Client – Accommodation – NNNN

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

ACAP, A&amp;D, VMHDC, C&amp;WH, VMHDC, CC, HACC, HAS, OPHRS, SCTT, SRS, VEMD, VINAH

**METeOR Identifier**Based on [270088 Person- accommodation type \(usual\), code N\[N\]](#)**Definition**

The type of physical accommodation in which the client usually lives.

**Value Domain Attributes**

<i>Value Domain</i>	Based on <a href="#">269592 Person – accommodation type</a> and <a href="#">315271 Person—residential setting (usual), community care code N[N]</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	NNNN	
<i>Maximum Character Length</i>	4	
<i>Permissible Values</i>	<i>Refer to CCDSv2.1 Appendix 1 Large Value Domains</i>	
	<b>1000</b>	<b>Independent Living</b>
	<b>1100</b>	<b>Private residence—owned/purchasing</b>
	1101	Private residences which are owned or being purchased by the person
	1102	Private residences which are owned or being purchased by another member of their household or family (including a non-resident relative).
	<b>1200</b>	<b>Private residence—private rental</b>
	<b>1300</b>	<b>Private residence—public rental or community housing</b>
	1301	Private residence—public rental or community housing (excludes Indigenous community housing)
	1302	Private residence—rental from Aboriginal Community
	<b>1400</b>	<b>Independent living within a retirement village</b>
	<b>2000</b>	<b>Supported Housing</b>
	<b>2100</b>	<b>Short term crisis, emergency or transitional accommodation facility (includes Temporary shelter within an Aboriginal community)</b>
	<b>2200</b>	<b>Outreach (no on site support)</b>
	2201	Group Home
	2202	Home Based Outreach Reach Service
	...	...
	NNNN	etc
<i>Supplementary Values</i>	9999	Not stated / Inadequately Described

**Guide for Use**

- code 1000 Independent Living: includes accommodation in which clients are more likely reside independent of supported residential services.
- code 1100 Includes private residences which are owned or being purchased either by the person or another member of their household or family (including a non-resident relative).<sup>20</sup>
- code 1101 Private residences which are owned or being purchased by the person<sup>20</sup>
- code 1102 Private residences which are owned or being purchased by another member of their household or family (including a non-resident relative).<sup>20</sup>
- code 1200 Includes private residences which are rented on the private rental market at competitive market rates. This includes dwellings rented through real estate agents as well as private landlords who are not part of the person's family.<sup>20</sup>
- code 1300 Includes private residences secured through Commonwealth and State Housing Authorities (public rental) or through community or cooperative housing groups.<sup>20</sup>
- code 1301 Includes private residences secured through Commonwealth and State Housing Authorities (public rental) or through community or cooperative housing groups.<sup>20</sup>
- code 1302 Includes private residences rented from an Aboriginal Community.<sup>20</sup>
- code 1400 Includes persons living in self-care or independent-living units within a retirement village, irrespective of the type of tenure the person holds over the residence. Persons living in a retirement village with the provision of care services should be coded to Supported community accommodation.<sup>20</sup>
- code 2000 Supported Housing: refers to accommodation that is more likely to cater for clients having some dependency through the provision of moderate care and support.
- code 2100 Includes temporary or short-term accommodation provided in response to crisis or emergency situations (e.g. night shelters, refuges, hostels for the homeless), or to facilitate a transition between institutional-type settings and independent community living (e.g. halfway houses). These settings often provide some form of support services—such as meals, counselling, information or advocacy—but are not intended to function as a permanent or ongoing accommodation option.<sup>20</sup>
- code 2200 Outreach (no on site support)
- code 2201 includes group living arrangements such as group homes for people with disabilities<sup>23</sup>
- code 2202 Home Based Outreach Service
- code 2300 Includes community living settings or accommodation facilities in which people are provided with support in some way by staff or volunteers. This category includes domestic-scale living facilities (such as group homes for people with disabilities, cluster apartments where a support worker lives on site, community residential apartments, congregate care arrangements, etc.) which may or may not have 24-hour supervision and care. It also includes larger-scale supported accommodation facilities providing 24-hour supervision and support services by rostered care workers (such as hostels for people with disabilities and government-regulated Supported Residential Services/Facilities (Victoria and South Australia only). Persons living in aged care hostels should be coded to Residential aged care service.<sup>20</sup>
- code 2301 Share Supported Accommodation (Community Residential Unit - Disability): accommodation is usually offered in shared housing with up to five other people with disabilities. Support provided within the accommodation includes household management, general self-care, personal hygiene and participating in the local community<sup>21</sup>
- code 2302 Community funded boarding House
- code 2303 Residential Rehabilitation (Mental Health)
- code 2304 Supported Accommodation (Alcohol and Drug)
- code 2400 Privately Owned Supported Housing
- code 2401 Boarding house
- code 2402 Supported Residential Services are private businesses that provide accommodation and personal care. This care usually includes assistance with showering, personal hygiene, toileting, dressing, meals and medication, as well as physical and emotional support. Some SRSs also provide nursing or allied health services.<sup>22</sup>
- code 3000 Residential Housing: refers to accommodation that is more likely to cater for clients having significant dependency through the provision of regular care and support.

- code 3101 Includes community-based residential supported accommodation provided specifically within a Community Care Unit
- code 3102 Specialised alcohol/other drug treatment residence, Includes alcohol/other drug treatment units in psychiatric hospitals.<sup>23</sup>
- code 3200 Includes permanent residents of residential aged care services (formerly nursing homes and aged care hostels) and multipurpose services or multi purpose centres, who are receiving care. This category includes Indigenous Flexible Pilots.<sup>20</sup>
- code 3201 Includes permanent residents of residential aged care services (formerly nursing homes and aged care hostels) and multipurpose services or multi purpose centres, who are receiving high level care. This category includes high-level care Indigenous Flexible Pilots.<sup>20</sup>
- code 3202 Includes permanent residents of residential aged care services (formerly nursing homes and aged care hostels) and multi purpose services or multi purpose centres, who are receiving low level care. This category includes low-level care Indigenous Flexible Pilots.<sup>20</sup>
- code 3203 Includes community-based aged-residential supported accommodation specifically targeted at older adults with psychiatric disabilities which provides high-level support/rehabilitation.<sup>23</sup>
- code 3204 Includes community-based aged-residential supported accommodation specifically targeted at older adults with psychiatric disabilities which provides low-level support/rehabilitation.<sup>23</sup>
- code 3300 Hospital
- code 3400 Includes other institutional settings which provide care and accommodation services such as hospices and long-stay residential psychiatric institutions.<sup>20</sup>
- code 3401 Extended Mental Health Hospital Care
- code 3402 Prison/remand centre/youth training centre
- code 3403 Statutory Client accommodation (not prison/remand centre/youth training centre)
- code 4100 Includes public places such as streets and parks, as well as temporary shelters such as bus shelters or camps and accommodation outside legal tenure arrangements, such as squats.<sup>20</sup>
- code 4200 None/homeless
- code 5000 Other

**Related Data Elements**

Client - Living Arrangement

Client – Homelessness Status

---

## 2. Client – Birth Order – N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

PERINATAL

**METeOR Identifier**[269992 Birth—birth order, code N](#)**Definition**

The sequential birth order of the client, including that in a multiple birth.

**Value Domain Attributes**

<i>Value Domain</i>	<a href="#">270586 Birth Order code N</a> <sup>24</sup>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Singleton or first of a multiple birth
	2	Second of a multiple birth
	3	Third of a multiple birth
	4	Fourth of a multiple birth
	5	Fifth of a multiple birth
	6	Sixth of a multiple birth
	8	Other
	<i>Supplementary Values</i>	9

**Guide for Use**

Check cannot be greater than the number of births described by Client - Birth Plurality

Code 2: Second of a multiple birth

Counting of stillborns of a multiple birth: in the instance of twins, where the first twin is stillborn and the second live-born, the second twin would be recorded as code 2 Second of a multiple birth (and not code 1 Singleton or first of a multiple birth). That is, all babies are counted in order of birth, regardless of being stillborn or alive at birth. This approach applies for all multiple births, e.g. codes 2 – 6.

This data should be collected routinely for persons aged 28 days or less.<sup>25</sup>

**Related Data Elements**

Client – Birth Plurality

### 3. Client – Birth Plurality – N

#### Version

Common Client Data Set version 2.1

#### Proposed Use

PERINATAL

#### METeOR Identifier

[269994 Birth event—birth plurality, code N](#)

#### Definition

The number of births resulting from a client's single pregnancy.

#### Value Domain Attributes

<i>Value Domain</i>	<a href="#">270590 Birth plurality code N</a> <sup>24</sup>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Singleton
	2	Twins
	3	Triplets
	4	Quadruplets
	5	Quintuplets
	6	Sextuplets
	8	Other
<i>Supplementary Values</i>	9	Not stated / Inadequately Described

#### Guide for Use

Plurality of a pregnancy is determined by the number of live births or by the number of fetuses that remain in utero at 20 weeks gestation and that are subsequently born separately. In determining plurality in multiple pregnancies, or if gestational age is unknown, only live births of any birthweight or gestational age, or fetuses weighing 400 g or more, are taken into account. Fetuses aborted before 20 completed weeks or fetuses compressed in the placenta at 20 or more weeks are excluded.

Check        cannot be less than the number of births described by Client - Birth Order

This data should be collected routinely for persons aged 28 days or less <sup>25</sup>

#### Related Data Elements

Client – Birth Order

---

## 4. Client – Carer Availability – N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

ACAP, HACC, SCTT, VAED, VINAH

**METeOR Identifier**

[270168 Person \(requiring care\)—carer availability status, code N](#)

**Definition**

Whether a person has been identified as providing regular and sustained informal care and assistance to the client.

**Value Domain Attributes**

<i>Value Domain</i>	<a href="#">269629 Person requiring care – carer availability status</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Has a carer
	2	Does not have a carer
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use****Related Data Elements**

Client – Carer Residency Status

Client – Relationship of Carer to Care Recipient

---

## 5. Client – Carer Residency Status – N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

ACAP, HACC, SCTT, VAED, VINAH

**METeOR Identifier**Based on [270167 Informal carer—co-residency status, code N](#)**Definition**

Whether the client's carer resides with the client.

**Value Domain Attributes**

<i>Value Domain</i>	<a href="#">270743 Carer co-residency code N</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Co-resident carer
	2	Non-resident carer
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use****Related Data Elements**

Client – Carer Availability

Client – Relationship of Carer to Care Recipient

---

## 6. Client – Centrelink Customer Reference Number, {N(9)A}

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

VMHDC

**METeOR Identifier**

[270059 Person—government funding identifier, Centrelink customer reference number {N\(9\)A}](#)

**Definition**

A personal identifier assigned by Centrelink to the client for the purposes of identifying the people (and organisations) eligible for specific services.

**Value Domain Attributes**

<i>Value Domain</i>	<a href="#">270691 Centrelink customer reference number identifier {N(9)A}</a>
<i>Representation Class</i>	Identifier
<i>Data Type</i>	String
<i>Format</i>	{N(9)A}
<i>Maximum Character Length</i>	10

**Guide for Use**

The Centrelink Customer Reference Number (CRN) should only be collected from persons eligible to receive health services that are to be funded by Centrelink. The CRN may be reported to a Centrelink agency to reconcile payment for the service provided. The data should not be used by private sector organisations for any purpose unless specifically authorised by law. For example, data linkage should not be carried out unless specifically authorised by law.<sup>26</sup>

**Related Data Elements**

---

## 7. Client – Concession Card Type, N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

C&amp;WH, Dental, SCTT

**METeOR Identifier**None – refer to [Concession Cardholder, 2006-09 Primary Health Multi-Purpose Report \(V3\) p8](#).**Definition**

The type of concession card held by the client.

**Value Domain Attributes**

<i>Value Domain</i>	Based on <a href="#">Concession Cardholder, 2006-09 Primary Health Multi-Purpose Report (V3) p21</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Health Care Card
	2	Pension Concession Card
	3	Department of Veterans' Affairs Concession Card
	4	Commonwealth Seniors Health Card
	5	No Concession Card
<i>Supplementary Values</i>	9	Not Stated / Inadequately Described

**Guide for Use**

This data element relates to the client's concession arrangements, as distinct from Client – Government Pension/Benefit Status, which relates to a client's primary government benefit received.

**Related Data Elements**

## 8. Client – Country of Birth – NNNN

### Version

Common Client Data Set version 2.1

### Proposed Use

ACAP, A&D, BBV/STI, C&WH, CC, Dental, HACC, HAS, OPHRS, SCTT, SRS, VAED, VEMD, VMHDC, VINAH

### METeOR Identifier

[270277 Person—country of birth, code \(SACC 1998\) NNNN](#)

### Definition

The country in which the client was born.

### Value Domain Attributes

*Value Domain* [270812 Country Code SACC \(1998\) NNNN](#) from the [ABS SACC 1269.0 \(revision 2.03\)](#)

*Representation Class* Code  
*Data Type* Number  
*Format* NNNN  
*Maximum Character Length* 4

*Permissible Values* Refer to CCDSv2.1 Appendix 1 Large Value Domains

0001	At sea
<b>1000</b>	<b>Oceania and Antarctica</b>
<b>1100</b>	<b>Australia (includes External Territories)</b>
1101	Australia
0901	New South Wales
0902	Victoria
0903	Queensland
0904	South Australia
0905	Western Australia
...	...
NNNN	etc

*Supplementary Values* 0001 At sea  
 9999 Not stated/ inadequately described

### Guide for Use

Code 09xx: Where the client is born in Australia, the value domain also includes States of Australia from [Appendix 1. Supplementary codes of the 1269.0 - Standard Australian Classification of Countries \(SACC\), 1998](#), listed as *0901 New South Wales, 0902 Victoria...*

CCDSv2.1 Deleted code 3213 Serbia/Montenegro and added code 3214 Serbia and 3215 Montenegro  
 Added code 0001 At sea

### Related Data Elements

Client – Cultural Background  
 Client – Indigenous Status  
 Client – Need for Interpreter Services  
 Client – Preferred Language

---

## 9. Client – Cultural Background – NNNN

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

A&amp;D, BBV/STI

**METeOR Identifier**None – refer to [1249.0 Australian Standard Classification of Cultural and Ethnic Groups \(ASCCEG\) 2005-06](#)**Definition**

The cultural identity of the client.

**Value Domain Attributes**

<i>Value Domain</i>	<a href="#">ABS 1249.0 ASCCEG 2005-2006</a>
<i>Representation Class</i>	Code
<i>Data Type</i>	Number
<i>Format</i>	NNNN
<i>Maximum Character Length</i>	4

*Permissible Values* Refer to CCDSv2.1 Appendix 1 Large Value Domains

<b>1000</b>	<b>OCEANIAN</b>
<b>1100</b>	<b>Australian Peoples</b>
1101	Australian
1102	Australian Aboriginal
1103	Australian South Sea Islander
1104	Torres Strait Islander
<b>1200</b>	<b>New Zealand Peoples</b>
1201	Maori
...	...
NNNN	etc

*Supplementary Values* 9999 Not stated/ inadequately described

**Guide for Use****Related Data Elements**

Client – Country of Birth  
 Client – Indigenous Status  
 Client – Need for Interpreter Services  
 Client – Preferred Language

## 10. Client – Date Accuracy – AAA

### Version

Common Client Data Set version 2.1

### Proposed Use

ACAP, A&D, BBV/STI, C&WH, CC, Dental, ESIS, HACC, HAS, OPHRS, PERINATAL, SRS, SCTT, VAED, VEMD, VINAH

### METeOR Identifier

Based on [294429 Date – accuracy indicator code AAA](#)

Refer also [AS 5017—2002 Australian Standard™ Health Care Client Identification p30](#)

### Definition

The accuracy of the components of the client's Date of Birth

### Value Domain Attributes

<i>Value Domain</i>	<a href="#">289952 Date Accuracy Indicator Code AAA</a>
<i>Representation Class</i>	Code
<i>Data Type</i>	String
<i>Format</i>	AAA
<i>Maximum Character Length</i>	3

<i>Permissible Values</i>	<b>AAA</b>	<b>Accurate (Day, month and year are accurate)</b>
	<b>EEE</b>	<b>Estimated (Day, month and year are estimated)</b>
	AAE	Day and month are accurate, year is estimated
	AEA	Day is accurate, month is estimated, year is accurate
	AEE	Day is accurate, month and year are estimated
	EAA	Day is estimated, month and year are accurate
	EAE	Day is estimated, month is accurate, year is estimated
	EEA	Day and month are estimated, year is accurate
	<b>UUU</b>	<b>Unknown (Day, month and year are unknown)</b>
	AAU	Day and month are accurate, year is unknown
	AEU	Day is accurate, month is estimated, year is unknown
	AUA	Day is accurate, month is unknown, year is accurate
	AUE	Day is accurate, month is unknown, year is estimated
	AUU	Day is accurate, month and year are unknown
	EAU	Day is estimated, month is accurate, year is unknown
	EEU	Day and month are estimated, year is unknown
	EUA	Day is estimated, month is unknown, year is accurate
	EUE	Day is estimated, month is unknown, year is estimated
	EUU	Day is estimated, month and year are unknown
	UAA	Day is unknown, month and year are accurate
	UAE	Day is unknown, month is accurate, year is estimated
	UAU	Day is unknown, month is accurate, year is unknown
	UEA	Day is unknown, month is estimated, year is accurate
	UEE	Day is unknown, month and year are estimated
	UEU	Day is unknown, month is estimated, year is unknown
	UUA	Day and month are unknown, year is accurate
	UUE	Day and month are unknown, year is estimated

### **Guide for Use**

Code AAA can be used to describe an Accurate date

Code EEE can be used to describe an Estimated date

Code UUU can be used to describe an Unknown date<sup>27</sup>

- Any accuracy value that includes a 'U' Unknown is considered a subset of UUU Unknown
- Any accuracy value that includes an 'E' Estimated but not a 'U' Unknown value is considered a subset of EEE Estimate
- Supplementary values for a date data element become redundant where a data collection also uses Client - Date Accuracy.

### **Related Data Elements**

Client – Date of Birth

Client – Date of Death

Client – Statistical Linkage Key

---

## 11. Client – Date of Birth – DDMMYYYY

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

ACAP, A&D, BBV/STI, VMHDC, C&WH, CC, Dental, PERINATAL, ESIS, HACC, HAS, OPHRS, SRS, VAED, VEMD, VINAH

**METeOR Identifier**

[287007 Person Date of Birth DDMMYYYY](#)

**Definition**

The date of birth of the client.

**Value Domain Attributes**

<i>Value Domain</i>	<a href="#">270566 Date DDMMYYYY</a>	
<i>Representation Class</i>	Date	
<i>Data Type</i>	Date/time	
<i>Format</i>	DDMMYYYY	
<i>Maximum Character Length</i>	8	
<i>Permissible Values</i>	DD	01-31
	MM	01-12
	YYYY	1800-9999
<i>Supplementary Values</i>	0000	for an estimate or default for DDMM
	0107	for an estimate or default for DDMM
	0101	for an estimate or default for DDMM
	3006	for an estimate or default for DDMM

**Guide for Use**

Check        cannot be after Client - Date of Death

Supplementary values for a date data element become redundant where a data collection also uses Client - Date Accuracy.

**Related Data Elements**

Client – Birth Order  
 Client – Birth Plurality  
 Client – Date Accuracy  
 Client – Date of Death  
 Client – Statistical Linkage Key

---

## 12. Client – Date of Death – DDMMYYYY

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

VAED, VINAH, VMHDC

**METeOR Identifier**

[287605 Person – Date of Death - DDMMYYYY](#)

**Definition**

The date of death of the client.

**Value Domain Attributes**

<i>Value Domain</i>	<a href="#">270566 Date DDMMYYYY</a>	
<i>Representation Class</i>	Date	
<i>Data Type</i>	Date/time	
<i>Format</i>	DDMMYYYY	
<i>Maximum Character Length</i>	8	
<i>Permissible Values</i>	DD	01-31
	MM	01-12
	YYYY	1800-9999

**Guide for Use**

Check        must be after Client - Date of Birth

**Related Data Elements**

Client – Date Accuracy

Client – Date of Birth

---

## 13. Client – Dependent Children – N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

A&amp;D

**METeOR Identifier**Based on [301840 Person \(income unit member\)—relationship to reference person \(income unit\), code N](#)**Definition**

Whether the client has any dependent children.

**Value Domain Attributes**

<i>Value Domain</i>	Based on <a href="#">301836 Relationship to reference person within income unit code N</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Has dependent children
	2	Does not have dependent children
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use**

Check if consistent with Client – Living Arrangement code 2 Lives with family

'Dependent' is defined as:

*...someone who lives in the primary care of parent(s), carer or guardian, is aged 24 years and under, and:*

- *is studying full-time (ages 5 and over); and/or*
- *is not in receipt of a pension, payment or benefit (e.g. Youth Allowance) or a Prescribed Education Scheme payment (e.g. ABSTUDY); and/or*
- *has an annual income of no more than the amount specified by Centrelink for basic eligibility for Family Tax Benefit Part A.* <sup>28</sup>

**Related Data Elements**

Client – Living Arrangement

---

## 14. Client – Department of Veterans' Affairs Entitlement – N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

ACAP, C&WH, HACC, SCTT

**METeOR Identifier**

None – refer to [HACC Minimum Data Set v2](#) p28

**Definition**

The level of Department of Veterans' Affairs support to which a client is entitled.

**Value Domain Attributes**

<i>Value Domain</i>	Refer to <a href="#">HACC Minimum Data Set v2</a> p28	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Department of Veterans' Affairs entitlement – gold card
	2	Department of Veterans' Affairs entitlement – white card
	3	Department of Veterans' Affairs entitlement – other
	4	No Department of Veterans' Affairs Entitlement
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use**

Check if consistent with Client – Government Pension/Benefit Status code 2 Department of Veterans' Affairs (DVA) Pension

**Related Data Elements**

Client – Department of Veterans' Affairs File Number

Client – Government Pension/Benefit Status

## 15. Client – Department of Veterans' Affairs File Number – AAXXNNNN[A]

### Version

Common Client Data Set version 2.1

### Proposed Use

C&WH, Dental, VAED, VEMD, VMHDC, VINAH

### METeOR Identifier

[270091 Person—government funding identifier, Department of Veterans' Affairs file number AAXXNNNN\[A\]](#)

### Definition

The Department of Veterans' Affairs File Number of the client.

### Value Domain Attributes

<i>Value Domain</i>	<a href="#">270686 Department of Veterans' Affairs file number identifier AAXXNNNN[A]</a>	
<i>Representation Class</i>	Identifier	
<i>Data Type</i>	String	
<i>Format</i>	AAXXNNNN[A]	
<i>Maximum Character Length</i>	9	
<i>Permissible Values</i>	Character 1	State identifier. Valid codes: Q, N, V, T, S or W. ACT is included in N (NSW) and NT with S (SA)
	Character 2-4	Alphabetic characters may appear in these fields but no alphabetic characters may appear after any numerics in these positions
	Character 5-8	Numeric except last non-space character may be alphabetic
	Character 9	Space (veteran), alpha (dependent)

### Guide for Use<sup>29</sup>

- Only alphas, numerics and spaces are permitted
- Alpha characters must be uppercase
- A maximum of six numeric characters is permitted
- Trailing spaces (to the right) are permitted
- Characters 2 to 4 are the War/Conflict Codes which are limited to:

<i>Code</i>	<i>Conflict</i>
	Australian Forces 1914
A	Allied Forces
AGX	Act of Grace 1939
BUR	Burma
BW	Boer War
CGW	Commonwealth Gulf War
CIV	Civilians
CN	Canadian Forces 1914
CNK	Canada Korea/Malaya
CNS	Canada Special Overseas Service
CNX	Canadian Forces 1939
FIJ	Fiji
GHA	Ghana
GW	Australian Gulf War

<i>Code</i>	<i>Conflict</i>
HKS	Hong Kong (SP Eligibility)
HKX	Hong Kong 1939
IND	India
IV	Indigenous Veteran 1939
KM	Korea-Malaya
KYA	Kenya
MAL	Malaya-Singapore
MAU	Mauritius
MLS	Malaysia – Singapore SP Eligibility
MTX	Malta 1939
MWI	Malawi
N	New Zealand 1914
NF	Newfoundland
NG	New Guinea Civilian War Pension
NGR	Nigeria
NK	New Zealand Korea-Malaya
NRD	Northern Rhodesia
NSM	New Zealand Serving Members
NSS	New Zealand Special Overseas Service
NSW	New Zealand Merchant Navy
NX	New Zealand 1939
P	British Pension 1914
PAD	British Admiralty Pension
PAM	British Air Ministry Pension
PCA	Governments and Administration
PCR	British Service Department – CRO
PCV	British Pension Civilian
PK	British Korea/Malaya
PMS	British Merchant Seaman 1914
PSM	British Serving Members
PSW	British Merchant Seaman 1939
PWO	British War Offices Pension
PX	British Pension 1939
Q	Query
RD	Southern Rhodesia 1914
RDX	Southern Rhodesia 1939
SA	South African Forces 1914
SAX	South African Forces 1939
SL	Sierra Leone
SM	Serving Member
SR	Far East Strategic Reserve
SS	Special Overseas Act
SUD	Sudan
SWP	Seaman's War Pension 1939
TZA	Tanganika (Tanzania)
X	Australian Forces 1939
ZZ	Zanzibar

### **Related Data Elements**

Client – Department of Veterans' Affairs Entitlement

---

## 16. Client – Employment Status – N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

A&amp;D, VMHDC, SCTT

**METeOR Identifier**Based on [269955 Person—labour force status, public psychiatric hospital admission code N](#)<sup>30</sup>**Definition**

The employment status of the client.

**Value Domain Attributes**

<i>Value Domain</i>	<a href="#">270620 Public Psychiatric Hospital Admission Labour Force Status Code N</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Child not at school
	2	Student
	3	Employed
	4	Unemployed
	5	Home duties
	6	Other
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use**

Check for code 1, must be consistent with Date of Birth value

**Related Data Elements**

Client - Occupation

---

## 17. Client – First Given Name– Text [X(40)]

---

### Version

Common Client Data Set version 2.1

### Proposed Use

ACAP, A&D, BBV/STI, VMHDC, C&WH, CC, HACC, HAS, OPHRS, SRS, VAED, VINAH

### METeOR Identifier

Based on [287035 Person \(name\) – given name, text \[X\(40\)\]](#)

### Definition

The client's first given name.

### Value Domain Attributes

<i>Value Domain</i>	<a href="#">270803 Text [X(40)]</a>
<i>Representation Class</i>	Text
<i>Data Type</i>	String
<i>Format</i>	[X(40)]
<i>Maximum Character Length</i>	40

### Guide for Use

Permitted characters: A to Z, space, apostrophe, hyphen.

The first character must be an alpha character.

### Related Data Elements

Client – Letters of Name

Client – Middle Name

Client – Name Type

Client – Statistical Linkage Key

Client – Surname/Family Name

---

## 18. Client – Funded Organisation Client Identifier – X[20]

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

ACAP, A&D, BBV/STI, C&WH, CC, PERINATAL, ESIS, Dental, HACC, HAS, OPHRS, SRS, VAED, VEMD, VINAH

**METeOR Identifier**

Based on [Australian Standard 5017—2006 Australian Standard® Health Care Client Identification p16](#)

Refer also to [302678 Person—person identifier \(household\), X\[X\(14\)\]](#)

Refer also to [VAED Section 3 p3-132](#)

**Definition**

An identifier, unique to a client within the funded organisation.

**Value Domain Attributes**

<i>Value Domain</i>	Based on <a href="#">Australian Standard 5017—2006 Australian Standard® Health Care Client Identification p16</a> Refer also to <a href="#">Identifier X[X(14)]</a> Refer also to VAED <a href="http://www.health.vic.gov.au/hdss/vaed/2005-06/manual/sect3.pdf">http://www.health.vic.gov.au/hdss/vaed/2005-06/manual/sect3.pdf</a> p3-126
<i>Representation Class</i>	Identifier
<i>Data Type</i>	String
<i>Format</i>	X[20]
<i>Maximum Character Length</i>	20
<i>Permissible Values</i>	Alphabetic, alphanumeric or numeric
<i>Supplementary Values</i>	

**Guide for Use**

In a health service setting, Funded Organisation Client Identifier would normally be the Hospital UR number. This Identifier is commonly generated automatically by a client/patient management system. It is possible that in some circumstances, funded organisations might use another number, such as the Client – Statistical Linkage Key, when reporting is by health service and hospitals, where the health services may have different patient master indices, for whom there is some linkage.

**Related Data Elements**

Client – Funded Organisation Client Identifier (Ceased)

Client – Funded Organisation Client Identifier (Retained)

Client – Funded Organisation Client Identifier Type

---

## 19. Client – Funded Organisation Client Identifier (Ceased) – X[20]

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

VINAH

**METeOR Identifier**

Based on [302678 Person—person identifier \(household\), X\[X\(14\)\]](#)

**Definition**

An identifier, unique to the client within the funded organisation, that is no longer used as the primary identifier for the client, but may provide a useful point of linkage for the ongoing management data.

**Value Domain Attributes**

<i>Value Domain</i>	Based on <a href="http://meteor.aihw.gov.au/content/index.phtml/itemId/302678">http://meteor.aihw.gov.au/content/index.phtml/itemId/302678</a>
	Refer also to VAED <a href="http://www.health.vic.gov.au/hdss/vaed/2005-06/manual/sect3.pdf">http://www.health.vic.gov.au/hdss/vaed/2005-06/manual/sect3.pdf</a> p3-126
<i>Representation Class</i>	Identifier
<i>Data Type</i>	String
<i>Format</i>	X[20]
<i>Maximum Character Length</i>	20
<i>Permissible Values</i>	Alphabetic, alphanumeric or numeric

**Guide for Use**

Where a health service has moved to a new process/system in the management of client data (such as the impending move to VINAH for several separate managed processes), the historical Identifier used for a client will become useful in managing longitudinal statistical analysis.

**Related Data Elements**

Client – Funded Organisation Client Identifier  
 Client – Funded Organisation Client Identifier Type  
 Client – Funded Organisation Client Identifier Type (Retained)

---

## 20. Client – Funded Organisation Client Identifier (Retained) – X[20]

---

### Version

Common Client Data Set version 2.1

### Proposed Use

A&D, VINAH

### METeOR Identifier

Based on 302678 <http://meteor.aihw.gov.au/content/index.phtml/itemId/302678>

### Definition

An identifier, unique to the client within the funded organisation, that is no longer used as the primary identifier for the client, but may provide a useful point of linkage for longitudinal data analysis.

### Value Domain Attributes

<i>Value Domain</i>	Based on <a href="http://meteor.aihw.gov.au/content/index.phtml/itemId/302678">http://meteor.aihw.gov.au/content/index.phtml/itemId/302678</a>
	Refer also to VAED <a href="http://www.health.vic.gov.au/hdss/vaed/2005-06/manual/sect3.pdf">http://www.health.vic.gov.au/hdss/vaed/2005-06/manual/sect3.pdf</a> p3-126
<i>Representation Class</i>	Identifier
<i>Data Type</i>	String
<i>Format</i>	X[20]
<i>Maximum Character Length</i>	20
<i>Permissible Values</i>	Alphabetic, alphanumeric or numeric

### Guide for Use

Where a health service has moved to a new process/system in the management of client data (such as the impending move to VINAH for several separate managed processes), the historical Identifier used for a client will become useful in managing longitudinal statistical analysis, particularly waiting list data,

### Related Data Elements

Client – Funded Organisation Client Identifier  
 Client – Funded Organisation Client Identifier Type  
 Client – Funded Organisation Client Identifier Type (Ceased)

---

## 21. Client – Funded Organisation Client Identifier Type – A

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

VINAH, Dental

**METeOR Identifier**270053 [Person \(identifier\) – identifier type, geographic/administrative scope code A](#)**Definition**

The geographical or administrative breadth of applicability of [Client -Funded Organisation Client Identifier](#).

**Value Domain Attributes**

<i>Value Domain</i>	<a href="#">Identifier geographic/administrative scope code A</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Text	
<i>Format</i>	A	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Local Client (Unit Record) Identifier
	2	Area/Region/District Identifier
	3	State or Territory Identifier
	4	National Identifier

**Guide for Use**

- Code 1: Local Client (Unit Record) Identifier uniquely identifies a health care client within the health care organization.<sup>32</sup>
- Code 2: Area/Region/District Identifier uniquely identifies a health care client within the area, district or region (as defined by individual States and Territories). This code is for an identifier that is applicable to:<sup>32</sup>
- o all the area/region/district health care services but not across all services in the state or territory; or
  - o all of a specific health care service (e.g. community mental health) in an area/region/district health care services but not across all those services in the state or territory<sup>33</sup>
- Code 3: State or Territory Identifier is the identifier of the health care client as allocated by the State or Territory Health Department.<sup>32</sup>
- Code 4: National Identifier is the unique identifier assigned at a national level to identify a health care client.<sup>32</sup>

**Related Data Elements**

Client – Funded Organisation Client Identifier

---

## 22. Client – Government Pension/Benefit Status – N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

A&D, VMHDC, C&WH, CC, Dental, HACC, HAS, OPHRS, SCTT, SRS

**METeOR Identifier**

None – refer to [HACC National Minimum Data Set p33](#)

**Definition**

The government pension/benefit that the client is receiving.

**Value Domain Attributes**

<i>Value Domain</i>	Refer to <a href="#">HACC National Minimum Data Set p33</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Aged Pension
	2	Department of Veterans' Affairs (DVA) Pension
	3	Disability Support Pension
	4	Carer payment (pension)
	5	Unemployment-related benefits
	6	Other Government pension/benefit
	7	No Government pension/benefit
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use**

This data element relates to the primary benefit a client receives, as distinct from Client – Concession Card Type, which relates to a client's concession arrangements.

**Related Data Elements**

## 23. Client – Highest Level of Educational Attainment – NN

### Version

Common Client Data Set version 2.1

### Proposed Use

VMHDC

### METeOR Identifier

321069 [Person—level of highest educational attainment, code NN](#)

### Definition

The highest level of education completed by the client.

### Value Domain Attributes

<i>Value Domain</i>	<a href="#">Education level code NN</a> from 1272.0 Australian Standard Classification of Education (ASCED) (2001)	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	NN	
<i>Maximum Character Length</i>	2	
<i>Permissible Values</i>	01	Postgraduate Degree Level
	02	Graduate Diploma and Graduate Certificate Level
	03	Bachelor Degree Level
	04	Advanced Diploma and Diploma Level
	05	Certificate Level
	06	Senior Secondary Education (e.g. Year 12, Senior Secondary Certificate of Education)
	07	Junior Secondary Education (e.g. Year 10)
	08	Primary Education
	09	Pre-primary Education
	10	Other education
	88	No Education
<i>Supplementary Values</i>	99	Not stated/ inadequately described

### Guide for Use

Check	Client - Date of Birth for logical values, such as child age values reported alongside tertiary educational attainment
Code 04	Advanced Diploma and Diploma Level: Includes Advanced Diploma, Statement of Attainment at Advanced Diploma Level, Associate Degree, Statement of Attainment at Associate Degree Level, Bridging and Enabling Course at Advanced Diploma and Associate Degree Level, Diploma, Statement of Attainment at Diploma Level, and Bridging and Enabling Course at Diploma Level.
Code 05	Certificate Level: Includes Certificate IV, Statement of Attainment at Certificate IV Level, Bridging and Enabling Course at Certificate IV Level, Certificate III, Statement of Attainment at Certificate III Level, Bridging and Enabling Course at Certificate III Level, Certificate II, Statement of Attainment at Certificate II Level, Bridging and Enabling Course at Certificate II Level, Certificate, and Statement of Attainment at Certificate I Level.
Code 06	Senior Secondary Education: Includes Year 12, Bridging and Enabling Course at Senior Secondary Level, and Year 11.

- Code 07 Junior Secondary Education: Includes Year 7 (NSW, Vic., Tas., ACT), and year 8 to 10.
- Code 08 Primary Education: Includes Pre-Year 1, Years 1 to 6, and year 7 (QLD, SA, WA, NT).
- Code 09 Pre-primary Education: Includes Pre-primary Education, does not include Preparatory year.
- Code 10 Other education: Includes Non-award Courses in Higher Education, Non-award Courses in Higher Education, Statements of Attainment not Identifiable by Level, Bridging and Enabling Courses not Identifiable by Level and Education, not elsewhere classified (n.e.c.)
- Code 88 No education: Applies only when the person reports that they have not completed any level of education whatsoever.<sup>34</sup>

## **Related Data Elements**

---

## 24. Client – Homelessness Status – N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

A&amp;D

**METeOR Identifier**Based on [301720 Household, greatest need reason, code N](#) <sup>35</sup>**Definition**

Whether the client is homeless.

**Value Domain Attributes**

<i>Value Domain</i>	Based on <a href="#">301717 Household in greatest need code N</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Homeless
	2	Not homeless
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use**

Check if consistent with Client - Accommodation code 4000 and/or 4200 None/homeless

Code 1: A person is homeless if he or she does not have access to safe, secure and adequate housing. Unsafe, insecure and inadequate housing includes housing:

- in which the client did not feel safe (this can include the client's own home);
- in which the client did not have a legal right to continued occupation of their home (security of tenure);
- that lacked the amenities or resources necessary for living (such as adequate heating, plumbing or cooking facilities); and
- provided by a Supported Accommodation Assistance Program (SAAP) agency of other emergency accommodation agency.<sup>36</sup>

**Related Data Elements**

Client – Accommodation

---

## 25. Client – Indigenous Status – N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

ACAP, A&D, BBV/STI, C&WH, CC, Dental, ESIS, PERINATAL, HACC, HAS, OPHRS, SCTT, SRS, VAED, VEMD, VMHDC, VINAH

**METeOR Identifier**

291036 [Person – Indigenous Status, code N](#)

**Definition**

Whether a client identifies as being of Aboriginal and/or Torres Strait Islander origin.

**Value Domain Attributes**

<i>Value Domain</i>	<a href="#">270885 Indigenous status code N</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Aboriginal but not Torres Strait Islander origin
	2	Torres Strait Islander but not Aboriginal origin
	3	Both Aboriginal and Torres Strait Islander origin
	4	Neither Aboriginal nor Torres Strait Islander origin
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use****Related Data Elements**

Client – Country of Birth  
 Client – Cultural Background  
 Client – Need for Interpreter Services  
 Client – Preferred Language

## 26. Client – Legal Status– NNNN

### Version

Common Client Data Set version 2.1

### Proposed Use

A&D, VAED, VMHDC

### METeOR Identifier

Based on [Person—legal order/arrangement type, code N](#)

### Definition

The legal status of the client.

### Value Domain Attributes

<i>Value Domain</i>	Based on <a href="#">Legal order/arrangement type code N</a>
<i>Representation Class</i>	Code
<i>Data Type</i>	String
<i>Format</i>	NNNN
<i>Maximum Character Length</i>	4

### Permissible Values

Refer to CCDSv2.1 Appendix 1 Large Value Domains

1100	<a href="#">Alcoholics and Drug-dependent Persons Act 1968</a>
<b>1101</b>	<b>Involuntary</b>
1102	Committal to treatment centre Order (Alcoholics and Drug-dependent Persons Act 1968, Section 12) (Involuntary)
1103	Order to attend assessment centre (Alcoholics and Drug-dependent Persons Act 1968, Section 11) (Involuntary)
1200	<a href="#">Bail Act 1977</a>
<b>1251</b>	<b>Voluntary</b>
1252	Bail (Bail Act 1977, Section 4) (Voluntary)
1300	<a href="#">Crimes (Mental Impairment and Unfitness to be Tried) Act 1997</a>
<b>1301</b>	<b>Involuntary</b>
1302	Apprehended Non-Custodial Supervision Order (Crimes (Mental Impairment and Unfitness to be Tried) Act 1997, Section 30) (Involuntary)
1303	Custodial Supervision Order (Crimes (Mental Impairment and Unfitness to be Tried) Act 1997, Section 26(2)(a)(i) (Involuntary)
1304	Custodial Supervision Order (Extended Leave) (Crimes (Mental Impairment and Unfitness to be Tried) Act 1997, Section 57) (Involuntary)
1305	Remand Order (Forensic) (Crimes (Mental Impairment and Unfitness to be Tried) Act 1997, Section 10(1)(b)) (Involuntary)
1306	Custodial Supervision Order (Suspended Extended Leave) (Crimes (Mental Impairment and Unfitness to be Tried) Act 1997, Section 58) (Involuntary)
<b>1351</b>	<b>Voluntary</b>
1352	Non-Custodial Supervision Order (Crimes (Mental Impairment and Unfitness to be Tried) Act 1997, Section 26(2)(b)) (Voluntary)
NNNN	etc

### Supplementary Values

9999	Not stated/ inadequately described
------	------------------------------------

### Guide for Use

METeOR also has 'Order' type, relating to legal order placed upon a client, broader domain required.

METeOR also has Mental Health legal status competent/not, broader domain required.

Note that the coding hierarchy for Client – Legal Status uses the following protocol:

- Acts are coded in xx00s (e.g. **1300 Crimes (Mental Impairment and Unfitness to be Tried) Act 1997**)
- Involuntary/Voluntary Status is coded as xx01 for Involuntary (e.g. **1301 Involuntary**) and xx51 for Voluntary (e.g. **1351 Voluntary**)
- Individual Order level is coded in xx02/03/44 etc for involuntary orders (e.g. 1302 Apprehended Non-Custodial Supervision Order (Crimes (Mental Impairment and Unfitness to be Tried) Act 1997, Section 30) (Involuntary)) and xx52/53/54 etc for voluntary orders (e.g. 1352 Non-Custodial Supervision Order (Crimes (Mental Impairment and Unfitness to be Tried) Act 1997, Section 26(2)(b)) (Voluntary))

This process enables multiple Acts, and Acts with many relevant Orders, to be managed in the one value domain.

### Related Data Elements

---

## 27. Client – Living Arrangement – N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

ACAP, A&D, CC, VMHDC, HACC, HAS, OPHRS, SCTT, SRS, VAED, VINAH

**METeOR Identifier**

[270385 Person – Living Arrangement, code N](#)

**Definition**

The living arrangement of the client.

**Value Domain Attributes**

<i>Value Domain</i>	<a href="#">270889 Living arrangement code N</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Lives alone
	2	Lives with family
	3	Lives with others
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use**

Check if consistent with Client – Carer Residency code 1 Co-resident carer

Check if consistent with Client – Dependent Children code 1 Living with dependent children

If the person's household includes both family and non-family members, the person should be recorded as living with family. 'Living with family' should be considered to include defacto and same sex relationships.

On occasion, difficulties can arise in deciding the living arrangement of a person due to their type of accommodation (e.g. boarding houses, hostels, group homes, retirement villages, residential aged care facilities).

In these circumstances the person should be regarded as living alone, except in those instances in which they are sharing their own private space/room within the premises with a significant other (e.g. partner, sibling, close friend).<sup>38</sup>

**Related Data Elements**

Client - Accommodation

Client – Carer Residency

Client – Dependent Children

---

## 28. Client – Marital Status– N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

VMHDC, PERINATAL, VAED

**METeOR Identifier**Based on [291045 Person—marital status, code N](#)**Definition**

The marital status of the client.

**Value Domain Attributes**

<i>Value Domain</i>	Based on <a href="#">270666 Marital Status code N</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Never married
	2	Widowed
	3	Divorced
	4	Separated
	5	Married
	6	De facto
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use**

This data element relates to the client usually living with a partner in a registered or de facto marriage. It relates to the current status of the client.

- Code 2      Widowed: This code usually refers to registered marriages but when self reported may also refer to de facto marriages.
- Code 4      Separated: This code refers to registered marriages but when self reported may also refer to de facto marriages.
- Code 5      Married (registered and de facto): Includes people who have been divorced or widowed but have since re-married, and should be generally accepted as applicable to all de facto couples, including of the same sex <sup>40</sup>

**Related Data Elements**

---

## 29. Client – Medicare Card Number– N(11)

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

VMHDC, ESIS, VAED, VEMD

**METeOR Identifier**[270101 Person - government funding identifier, Medicare Card Number N\(11\)](#)**Definition**

Client identifier, allocated by the Health Insurance Commission to eligible persons under the Medicare scheme, that appears on a Medicare card.

**Value Domain Attributes**

<i>Value Domain</i>	<a href="#">270694 Medicare card number identifier N(11)</a>
<i>Representation Class</i>	Identifier
<i>Data Type</i>	Number
<i>Format</i>	N(11)
<i>Maximum Character Length</i>	11

*Permissible Values*                      *First character can only be a Numeric*  
 2, 3, 4, 5, or 6 or all blanks

*Check digit (ninth character) is the remainder of the following equation:*  

$$[(1\text{st digit} * 1) + (2\text{nd digit} * 3) + (3\text{rd digit} * 7) + (4\text{th digit} * 9) + (5\text{th digit} * 1) + (6\text{th digit} * 3) + (7\text{th digit} * 7) + (8\text{th digit} * 9)] / 10$$

*Supplementary Values*

**Guide for Use**

Unlikely that this is available to programs other than those with direct/authorised federal program funding.

**Related Data Elements**

Client – Medicare Card Suffix

---

## 30. Client – Medicare Card Suffix– XXX or A-A

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

VMHDC, ESIS, VAED, VEMD

**METeOR Identifier**

None – refer to [Section 3: Data Definitions, VAED Manual, 15th Edition, July 2005](#), p3-114

**Definition**

First three characters of the client's first given name (as it appears on the client's Medicare card).

**Value Domain Attributes**

<i>Value Domain</i>	Refer to <a href="#">Section 3: Data Definitions, VAED Manual, 15th Edition, July 2005</a> , p3-114	
<i>Representation Class</i>	Abbreviation/code	
<i>Data Type</i>	Alphanumeric	
<i>Format</i>	XXX or A-A	
<i>Maximum Character Length</i>	3	
<i>Permissible Values</i>	First 3 characters of the client's first given name.	
<i>Supplementary Values</i>	C-U	Card unavailable/Not applicable
	N-E	Not eligible for Medicare
	P-N	Prisoner

**Guide for Use**

Unlikely that this is available to programs other than those with direct/authorised federal program funding.

**Related Data Elements**

Client - Medicare Card Number

---

## 31. Client – Middle Name, Text [X(40)]

---

### Version

Common Client Data Set version 2.1

### Proposed Use

VMHDC

### METeOR Identifier

Based on [287035 Person \(name\) – given name, text \[X\(40\)\]](#)

### Definition

The middle name of the client.

### Value Domain Attributes

<i>Value Domain</i>	<a href="#">270803 Text [X(40)]</a>
<i>Representation Class</i>	Text
<i>Data Type</i>	String
<i>Format</i>	[X(40)]
<i>Maximum Character Length</i>	40

### Guide for Use

Permitted characters: A to Z, space, apostrophe, hyphen.

The first character must be an alpha character.

### Related Data Elements

Client – First Given Name

Client – Letters of Name

Client – Name Type

Client – Statistical Linkage Key

Client – Surname/Family Name

## 32. Client – Name Type – N

### Version

Common Client Data Set version 2.1

### Proposed Use

VMHDC

### METeOR Identifier

Based on [287203 Person \(name\)—name type, code N](#)

### Definition

A classification that enables differentiation between recorded names for a person.

### Value Domain Attributes

<i>Value Domain</i>	Based on <a href="#">287198 Name type code N</a> <sup>41</sup>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Preferred name
	2	Medicare name
	3	Newborn name
	4	Alias name
	5	Maiden name
<i>Supplementary Values</i>	9	Not stated/ inadequately described

### Guide for Use

- Code 1: The name by which the person chooses to be identified. There should only be one preferred name recorded for a person. Where the person changes their preferred name, record the previously recorded preferred name as an Alias name. Preferred name is the default name type (i.e. if only one name is recorded it should be the person's preferred name). There must be a preferred name recorded except for unnamed newborns where the newborn name (code 3) is the only name recorded. Also, if the person is a health care client, record his/her Medicare card name if different to the preferred name, and any known alias names.
- Code 2: For a health care client, this is the person's name as it appears on their Medicare card. The name stated on the Medicare card is required for all electronic Medicare claim lodgement. If the preferred name of the person is different to the name on the Medicare card, the Medicare card name should also be recorded. For an individual health care provider, this is the person's name registered by Medicare (Health Insurance Commission).
- Code 3: This is reserved for the identification of unnamed newborn babies.
- Code 4: Any other name that a person is also known by, or has been known by in the past; that is, all alias names. This includes misspelt names or name variations that are to be retained as they have been used to identify this person. More than one alias name may be recorded for a person.
- Code 5: Maiden Name (Name at birth) is a woman's surname before marriage.<sup>42</sup>

### Related Data Elements

Client – First Given Name  
 Client – Letters of Name  
 Client – Middle Name

Client – Statistical Linkage Key  
Client – Surname/Family Name

---

## 33. Client – Need for Interpreter Services– N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

ACAP, A&D, BBV/STI, C&WH, CC, Dental, HACC, HAS, OPHRS, SCTT, SRS, VAED, VEMD, VMHDC, VINAH

**METeOR Identifier**

[304294 Person – interpreter service required, yes/no, code N](#)

**Definition**

Whether an interpreter service is required by or for the client.

**Value Domain Attributes**

<i>Value Domain</i>	Based on <a href="#">270732 Yes/No code N</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Interpreter services required
	2	Interpreter services not required
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use****Related Data Elements**

Client – Country of Birth  
 Client – Cultural Background  
 Client – Indigenous Status  
 Client – Preferred Language

---

## 34. Client – Occupation – NN

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

VMHDC

**METeOR Identifier**Based on [270059 Person—occupation \(main\), code \(ASCO 2nd edn\) N\[NNN\]{-NN}](#)**Definition**

The job in which the client is principally engaged.

**Value Domain Attributes**

<i>Value Domain</i>	Based on 2 digit <a href="#">270663 Occupation code (ASCO 2nd edn) N[NNN]{-NN}</a>
<i>Representation Class</i>	Code
<i>Data Type</i>	Number
<i>Format</i>	NN
<i>Maximum Character Length</i>	2

*Permissible Values*

<b>10</b>	<b>Manager and Administrators</b>
11	Generalist Managers
12	Specialist Managers
13	Farmers and Farm Managers
<b>20</b>	<b>Professionals</b>
21	Science, Building and Engineering Professionals
22	Business and Information Professionals
23	Health Professionals
24	Education Professionals
25	Social, Arts and Miscellaneous Professionals
<b>30</b>	<b>Associate Professionals</b>
31	Science, Engineering and Related Associate Professionals
32	Business and Administration Associate Professionals
33	Managing Supervisors (Sales and Service)
34	Health and Welfare Associate Professionals
39	Other Associate Professionals
<b>40</b>	<b>Tradespersons and Related Workers</b>
41	Mechanical and Fabrication Engineering Tradespersons
42	Automotive Tradespersons
43	Electrical and Electronics Tradespersons
44	Construction Tradespersons
45	Food Tradespersons
46	Skilled Agricultural and Horticultural Workers
49	Other Tradespersons and Related Workers
<b>50</b>	<b>Advanced Clerical and Service Workers</b>
51	Secretaries and Personal Assistants
59	Other Advanced Clerical and Service Workers
<b>60</b>	<b>Intermediate Clerical, Sales and Service Workers</b>
61	Intermediate Clerical Workers
62	Intermediate Sales and Related Workers
63	Intermediate Service Workers
<b>70</b>	<b>Intermediate Production and Transport Workers</b>

*Permissible Values*

71	Intermediate Plant Operators
72	Intermediate Machine Operators
73	Road and Rail Transport Drivers
79	Other Intermediate Production and Transport Workers
<b>80</b>	<b>Elementary Clerical, Sales and Service Workers</b>
81	Elementary Clerks
82	Elementary Sales Workers
83	Elementary Service Workers
<b>90</b>	<b>Labourers and Related Workers</b>
91	Cleaners
92	Factory Labourers
98	Other Labourers and Related Workers <sup>43</sup>

<i>Supplementary Values</i>	99	Not stated/ inadequately described
-----------------------------	----	------------------------------------

**Guide for Use**

Check        for logical values with Client – Date of Birth

**Related Data Elements**

Client - Date of Birth

Client - Employment Status

## 35. Client – Preferred Language– NNNN

### Version

Common Client Data Set version 2.1

### Proposed Use

ACAP, A&D, BBV/STI, C&WH, CC, Dental, HACC, HAS, OPHRS, SCTT, SRS, VAED, VEMD, VMHDC, VINAH

### METeOR Identifier

Based on [304128 Person – preferred language, \(ASCL 2005\) code NN{NN}](#)

### Definition

The language (including sign language) most preferred by the client for communication.

### Value Domain Attributes

<i>Value Domain</i>	Based on <a href="#">304116 Language code (ASCL 2005) NN{NN}</a> from <a href="#">ABS ASCL (2005-2006)</a>
<i>Representation Class</i>	Code
<i>Data Type</i>	Number
<i>Format</i>	NNNN
<i>Maximum Character Length</i>	4

*Permissible Values* *Refer to CCDSv2.1 Appendix 1 Large Value Domains*

#### **1000 NORTHERN EUROPEAN LANGUAGES**

**1100 Celtic**  
 1101 Gaelic (Scotland)  
 1102 Irish  
 1103 Welsh  
 1199 Celtic, n.e.c.

**1200 English**  
 1201 English

...  
 NNNN Etc

*Supplementary Values*      9999      Not stated/ inadequately described

### Guide for Use

#### Related Data Elements

Client – Country of Birth  
 Client – Cultural Background  
 Client – Indigenous Status  
 Client – Need for Interpreter Services

---

## 36. Client – Refugee Status– N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

C&WH, Dental

**METeOR Identifier**

None – refer to [Refugee Status, 2006-09 Primary Health Multi-Purpose Report \(V3\)](#) p8

**Definition**

The refugee status of the client.

**Value Domain Attributes**

<i>Value Domain</i>	Based on <a href="#">Refugee Status, 2006-09 Primary Health Multi-Purpose Report (V3)</a> p21	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Client is a refugee
	2	Client is not a refugee
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use**

Refugee status is determined by the Australian Government Department of Immigration and Multicultural Affairs and relates to people

*who are subject to persecution in their home country and have been identified in conjunction with the United Nations High Commissioner for Refugees (UNHCR) as in need of resettlement ([Population Flows: Immigration Aspects 2004-05 Edition](#)).*

**Related Data Elements**

## 37. Client – Relationship of Carer to Care Recipient– N

### Version

Common Client Data Set version 2.1

### Proposed Use

ACAP, CC, HACC, HAS, OPHRS, SCTT, SRS

### METeOR Identifier

[270012 Informal carer—relationship to care recipient, code N](#)

### Definition

The relationship of the client's carer to the client.

### Value Domain Attributes

<i>Value Domain</i>	<a href="#">270639 Relationship code N</a>
<i>Representation Class</i>	Code
<i>Data Type</i>	Number
<i>Format</i>	N
<i>Maximum Character Length</i>	1

<i>Permissible Values</i>	<b>10</b>	<b>Spouse/ partner</b>
	11	Wife/ female partner
	12	Husband/ male partner
	<b>20</b>	<b>Parent</b>
	21	Mother
	22	Father
	<b>30</b>	<b>Child</b>
	31	Daughter
	32	Son
	<b>40</b>	<b>Child-in-law</b>
	41	Daughter in law
	42	Son in law
	<b>50</b>	<b>Other relative</b>
	51	Other relative – female
	52	Other relative – male
	<b>60</b>	<b>Friend/ neighbour</b>
	61	Friend/ neighbour – female
	62	Friend/ neighbour – male
<i>Supplementary Values</i>	99	Not stated/ inadequately described

### Guide for Use

Code 10: includes de facto and same sex partnerships (also codes 11 and 12)<sup>44</sup>

Code 30: *Child...is defined as a person of any age who is a natural, adopted, step, or foster son or daughter of a couple or lone parent...also any individual under 15, usually resident in the household, who forms a parent-child relationship with another member in the household. This includes otherwise related children under 15 and unrelated children under 15 ([Australian Bureau of Statistics, Themes - Family and Community Statistics, Using Family and Community Statistics, Family and Community Glossary](#)). Also applies for codes 31 and 32.*

### Related Data Elements

## 38. Client – Residential Locality– [A(46)]

### Version

Common Client Data Set version 2.1

### Proposed Use

ACAP, A&D, BBV/STI, VMHDC, C&WH, CC, Dental, ESIS, HACC, HAS, OPHRS, PERINATAL, SRS, VAED, VEMD, VINAH

### METeOR Identifier

Based on [287326 Person \(address\)—suburb/town/locality name, text \[A\(50\)\]](#)

### Definition

The geographic location of the client's usual residence.

### Value Domain Attributes

<i>Value Domain</i>	See <a href="#">270907 Text [A(50)]</a>
<i>Representation Class</i>	Also refer to <a href="http://www1.auspost.com.au/postcodes/index.asp?sub=2">http://www1.auspost.com.au/postcodes/index.asp?sub=2</a>
<i>Data Type</i>	Text
<i>Format</i>	String
<i>Maximum Character Length</i>	[A(46)]
<i>Permissible Values</i>	46
<i>Supplementary Values</i>	Refer to <i>CCDSv2.1 Appendix 1 Large Value Domains</i>
	Aarons Pass (NSW)
	Abba River (WA)
	Abbey (WA)
	Abbeyard (VIC)
	Abbeywood (QLD)
	Abbotsbury (NSW)
	Abbotsford (QLD)
	Abbotsford (Vic)
	...
<i>Supplementary Values</i>	9999 Not stated/ inadequately described

### Guide for Use

Residential Locality relates to the geographic locality (often known as suburb/town/locality) of the client's usual residence, not the client's postal address.

Locality must be blank if the Postcode is 1000 or 9988.

Where the Postcode is 8888 (overseas), report the country of the client's usual residence in Client - Residential Locality.

CCDSv2.1 Field size amended from 50 to 46 to support consistency with Australian Standard AS 4590 Interchange of Client Information

### Related Data Elements

Client – Residential Local Government Area

Client – Residential Postcode

Client – Residential State or Territory

## 39. Client – Residential Postcode – {NNNN}

### Version

Common Client Data Set version 2.1

### Proposed Use

ACAP, A&D, BBV/STI, VMHDC, C&WH, CC, Dental, ESIS, HACC, HAS, OPHRS, PERINATAL, SRS, VAED, VEMD, VINAH

### METeOR Identifier

Based on [302040 Person \(address\) –Australian postcode, code \(Postcode datafile\) {NNNN}](#)

### Definition

The postcode of the Residential Locality of the client.

### Value Domain Attributes

*Value Domain* [287222 Australian postcode code \(Postcode datafile\) {NNNN}](#)

Also refer to [Australian Post Postcode file](#)

*Representation Class* Code  
*Data Type* Number  
*Format* {NNNN}  
*Maximum Character Length* 4

*Permissible Values* Refer to CCDSv2.1 Appendix 1 Large Value Domains

2000	Sydney South
2000	The Rocks
2001	Sydney
2002	World Square
...	...
3000	Melbourne
3001	Melbourne
3002	East Melbourne
3003	West Melbourne
NNNN	etc...

*Supplementary Values*

1000	No fixed abode
8888	Overseas
9988	Unknown
9999	Not stated/ inadequately described

### Guide for Use

Residential Postcode relates to the geographic locality of the client's residence, not postal address. Where the Postcode is 8888 (overseas), report the country the client lives in, in Locality.

### Related Data Elements

Client – Country of Birth  
 Client – Residential Local Government Area  
 Client – Residential Locality  
 Client – Residential State or Territory

---

## 40. Client – Residential State or Territory – N[N]

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

VMHDC

**METeOR Identifier**Based on [286929 Person—Australian state/territory identifier, code N](#)**Definition**

The Australian state or territory where the client resides.

**Value Domain Attributes**

<i>Value Domain</i>	Based on <a href="#">304682 Australian state/territory code N</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N[N]	
<i>Maximum Character Length</i>	2	
<i>Permissible Values</i>	1	New South Wales
	2	Victoria
	3	Queensland
	4	South Australia
	5	Western Australia
	6	Tasmania
	7	Northern Territory
	8	Australian Capital Territory
	9	Other territories (Cocos (Keeling) Islands, Christmas Island and Jervis Bay Territory)
	10	Overseas
	11	No fixed residence
<i>Supplementary Values</i>	99	Not stated/ inadequately described

**Guide for Use**

"Based on" due to METeOR reference not including Overseas, No fixed residence (VMHDC added in)

**Related Data Elements**

---

## 41. Client – Sex– N

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

ACAP, A&D, BBV/STI, VMHDC, C&WH, CC, Dental, PERINATAL, ESIS, HACC, HAS, OPHRS, SRS, SCTT, VAED, VEMD, VINAH

**METeOR Identifier**

Based on [287316 Person – sex, code N](#)

**Definition**

The nominated sex of the client.

**Value Domain Attributes**

<i>Value Domain</i>	Based on <a href="#">270807 Sex code N</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	Number	
<i>Format</i>	N	
<i>Maximum Character Length</i>	1	
<i>Permissible Values</i>	1	Male
	2	Female
	3	Indeterminate
	4	Intersex
<i>Supplementary Values</i>	9	Not stated/ inadequately described

**Guide for Use**

- Code 3: Indeterminate should be used for infants with ambiguous genitalia, where the biological sex, even following genetic testing, cannot be determined. Code 3 can only be assigned for infants aged less than 90 days. This code should also be used in the circumstance where data is submitted for infant sex that has not yet been determined at the time of reporting.
- Code 4: The term 'intersex' refers to a person, who, because of a genetic condition was born with reproductive organs or sex chromosomes that are not exclusively male or female and who identifies as being neither male nor female. Excludes: transgender, transsexual and chromosomally indeterminate individuals who identify with a particular sex (male or female).

**Related Data Elements**

Client – Relationship of Carer to Care Recipient

---

## 42. Client – Surname/Family Name– Text [X(40)]

---

### Version

Common Client Data Set version 2.1

### Proposed Use

ACAP, A&D, BBV/STI, VMHDC, C&WH, CC, HACC, HAS, OPHRS, SRS, VAED, VINAH

### METeOR Identifier

Based on [286953 Person \(name\) – family name, text X\[X\(39\)\]](#)

### Definition

The client's family name.

### Value Domain Attributes

<i>Value Domain</i>	<a href="#">270803 Text [X(40)]</a>
<i>Representation Class</i>	Text
<i>Data Type</i>	String
<i>Format</i>	[X(40)]
<i>Maximum Character Length</i>	40

### Guide for Use

Permitted characters: A to Z, space, apostrophe, hyphen.

The first character must be an alpha character.

### Related Data Elements

Client – First Given Name

Client – Letters of Name

Client – Middle Name

Client – Name Type

Client – Statistical Linkage Key

## CCDSv2.1 Derived Data Elements

The CCDSv2.1 includes data elements that are derived from other CCDSv2.1 data elements. Deriving a data element means using the whole or part of one or more data elements to create a new data element – an example of this is in the use of postcode and locality data to derive the local government area value.

Although client name details are included in the CCDSv2.1 and have standards to support their effective and consistent collection, funded organisations are not required to report this data as it potentially identifies the client. Instead, characters from Client – First Given Name and Client – Family Name / Surname are used to produce a temporary construct known as Client- Letters of Name. The Client- Letters of Name value is then inserted into an algorithm, along with Client - Sex and Client - Date of Birth values, to form Client - Statistical Linkage Key.

The benefits of deriving data elements include:

- potentially greater client confidentiality through reducing the identifiability of client data, such as by using a statistical linkage key which is based on name data instead of using actual name data
- greater efficiency by reducing the total data reported by funded organisations, particularly if undertaken by DHS.

Including derivation rules as part of any common data standard is an obvious approach to support the accuracy and reliability of such data elements, particularly as the scope of the CCDSv2.1 initiative broadens. Data elements that can be derived accurately and reliably, and therefore reduce reporting and collection burden, also support DHS IM Principles relating to quality and efficiency.

---

## 43. Client - Letters of Name

---

**Version**

Common Client Data Set version 2.1

**METeOR Identifier**

None - Refer to [Letters of Name, Home and Community Care Program National Minimum Data Set Victorian modification USER GUIDE Version 2.0 vic February 2006 p22](#)

**Definition**

A specific combination of letters selected from [Client - Family Name/Surname](#) and [Client - First Given Name](#) to assist with record linkage through the construction of the [Statistical Linkage Key](#).

**Value Domain Attributes**

<i>Value Domain</i>	Based on <a href="#">Letters of Name, Home and Community Care Program National Minimum Data Set Victorian modification USER GUIDE Version 2.0 vic February 2006 p22</a>	
<i>Representation Class</i>	Text	
<i>Data Type</i>	String	
<i>Format</i>	A(5)	
<i>Maximum Character Length</i>	5	
<i>Permissible Values</i>	Char 1	Second letter of Client - Surname/Family Name
	Char 2	Third letter of Client - Surname/Family Name
	Char 3	Fifth letter of Client - Surname/Family Name
	Char 4	Second letter of First Given Name
	Char 5	Third letter of First Given Name
<i>Supplementary Values</i>	2	blank name values to be replaced by a '2'

**Guide for Use**

Permitted characters: A to Z only: all other characters or spaces to be replaced by a '2'.

**Related Data Elements**

Client – First Given Name

Client – Surname/Family Name

## 44. Client – Residential Local Government Area – NNNNN

### Version

Common Client Data Set version 2.1

### Proposed Use

ACAP, A&D, BBV/STI, C&WH, CC, Dental, ESIS, HACC, HAS, OPHRS, SRS, VAED, VEMD, VINAH

### METeOR Identifier

None – refer to [1216.0.15.002 - Australian Standard Geographical Classification \(ASGC\) Concordances, 2005](#)

### Definition

The local government area in which the client resides (as derived from [Client – Residential Locality](#) and [Client – Residential Postcode](#)).

### Value Domain Attributes

<i>Value Domain</i>	None - refer to <a href="#">1216.0.15.002 - Australian Standard Geographical Classification (ASGC) Concordances, 2005</a>
<i>Representation Class</i>	Code
<i>Data Type</i>	Number
<i>Format</i>	{NNNNN}
<i>Maximum Character Length</i>	5

*Permissible Values* Refer to CCDSv2.1 Appendix 1 Large Value Domains

11100	Botany Bay (C)
14800	Leichhardt (A)
15200	Marrickville (A)
17200	Sydney (C)
...	...
24600	Melbourne (C)
25900	Port Phillip (C)
26350	Stonnington (C)
27350	Yarra (C)
...	...

*Supplementary Values* 99999 Not stated/ inadequately described

### Guide for Use

Client - Residential Postcode and Client – Residential Locality are used to derive Client – Local Government Area values, which are provided in Appendix 1 Large Value Domains. For example, postcode/locality values of 3121 Richmond enable Local Government Area to be derived from the Appendix 1 Local Government Area (LGA) codeset, in this case being 27650 Yarra City.

As some organisations may choose to derive LGA at the local level, LGA values have been included in Appendix 1 to support this option.

### Related Data Elements

Client – Residential Locality  
 Client – Residential Postcode  
 Client – Residential State or Territory

---

## 45. Client – Statistical Linkage Key– AAAAADDMMYYYYN

---

**Version**

Common Client Data Set version 2.1

**Proposed Use**

ACAP, A&D, BBV/STI, C&WH, CC, Dental, HACC, HAS, OPHRS, SRS

**METeOR Identifier**

[327264 Record linkage \(Glossary item only\)](#)

**Definition**

The Statistical Linkage Key (SLK) is a variable derived from client personal demographic data used to link data for statistical and research purposes.<sup>45</sup>

**Value Domain Attributes**

<i>Value Domain</i>	Refer to <a href="#">HACC Guidelines Statistical Linkage Key</a>	
<i>Representation Class</i>	Code	
<i>Data Type</i>	String	
<i>Format</i>	AAAAADDMMYYYYN	
<i>Maximum Character Length</i>	14	
<i>Permissible Values</i>	Character1-3	2nd, 3rd and 5th letters of Family name/Surname
	Character 4-5	2nd and 3rd letters of First name/Given name
	Character 6-13	Date of Birth
	Character 14	Sex code

**Guide for Use**

3 digits	2nd, 3rd and 5th letters of Family name/Surname
2 digits	2nd and 3rd letters of First name/Given name
8 digits	Date of Birth ddmmyyyy
1 digit	Sex code: use only 1 male 2 female 9 not stated – Sex code 3 Indeterminate and code 4 Intersex invalid for the SLK algorithm)

**Related Data Elements**

Client – Date of Birth  
 Client – First Given Name  
 Client – Letters of Name  
 Client - Sex  
 Client – Surname/Family Name

---

## END-NOTES

- 1 Hierarchy of codes included
- 2 Code 0 Not applicable deleted
- 3 Hierarchy of major, minor, country and state data included
- 4 Hierarchy of broad/narrow/cultural and ethnic groups include
- 5 Include detail of accuracy against DDMMYYYY
- 6 Remove living arrangement reference, confine to Dependent Children or not
- 7 Spell out Department of Veterans' Affairs
- 8 Format increased to 40 as per [AS 4590](#)
- 9 Minor text change in code description
- 10 Detail to include specific codes, not just y/n
- 11 Hierarchy of Act, Voluntary Status, Order included
- 12 Hierarchy of genderless relation/gender-based relation included
- 13 Format increased to 50 as per [AS 4590](#)
- 14 Code 3 Indeterminate includes Perinatal indeterminate at time of reporting (previously Unknown)
- 15 DVA changed to Department of Veterans' Affairs
- 16 Delete 3213 Serbia/Montenegro and include 3214 Serbia and 3215 Montenegro as per [ABS 1269.0 Standard Australian Classification of Countries \(SACC\) 1998 \(Revision 2.03\)](#)
- 17 Change "Aboriginal or Torres Strait Islander" to "Aboriginal and/or Torres Strait Islander"
- 18 Format decreased to 46 as per [AS 4590](#)
- 19 Correct Maximum Character Length from 11 to 14
- 20 From AIHW METeOR draft working group Person – residential setting (usual), community care code N[N] at <http://meteor.aihw.gov.au/content/index.phtml/itemId/315271/refreshCache/1>
- 21 From DHS at [http://nps718.dhs.vic.gov.au/ds/disabilitysite.nsf/sectionthree/shared\\_supported?open](http://nps718.dhs.vic.gov.au/ds/disabilitysite.nsf/sectionthree/shared_supported?open)
- 22 From DHS at <http://www.health.vic.gov.au/srs/about.htm>
- 23 From AIHW METeOR [Accommodation type code N\[N\]](#) at <http://meteor.aihw.gov.au/content/index.phtml/itemId/270683>
- 24 Perinatal NMDS describes the Object as Birth Event, CCDSv2.1 refers to information relating to the client's demography.
- 25 From METeOR Birth Order <http://meteor.aihw.gov.au/content/index.phtml/itemId/269992>
- 26 From Person—government funding identifier, Centrelink customer reference number {N(9)A} at <http://meteor.aihw.gov.au/content/index.phtml/itemId/270098>
- 27 AS5017-2006 (p103) provides this example
- 28 From AIHW METeOR Relationship to reference person within income unit code N at <http://meteor.aihw.gov.au/content/index.phtml/itemId/301836>
- 29 From DVA ID, VAED 0607 p387
- 30 The reference METeOR relates to employment status at psych hospital admission rather than 'usual' status
- 31 Child not school effectively relates to 0-5 age group, i.e. preschool as per use of this age group at e.g. <http://meteor.aihw.gov.au/content/index.phtml/itemId/337532>
- 32 Definition from AS5017-2006 (p18)
- 33 METeOR definition for code 2 from <http://meteor.aihw.gov.au/content/index.phtml/itemId/270053>
- 34 Education level code NN from <http://meteor.aihw.gov.au/content/index.phtml/itemId/321049>
- 35 No METeOR 'homelessness' specific data element, Household greatest need is a broader concept, relevant to Housing. Better to get link to SAAP, HIIP but these don't collect per se, it's more a front-end eligibility prior to collecting data so is implied in collection but is redundant for SAAP to collect this
- 36 Homeless (SAAP) at <http://meteor.aihw.gov.au/content/index.phtml/itemId/327316>
- 37 A code set representing the type of legal order or arrangement a person is a subject of or party to (sourced from AIHW METeOR <http://meteor.aihw.gov.au/content/index.phtml/itemId/324835>)
- 38 from AIHW METeOR at <http://meteor.aihw.gov.au/content/index.phtml/itemId/270385>
- 39 "Based on" value domain due to METeOR using "6" for Not stated... and code 5 Description doesn't separate married and de facto

- 
- <sup>40</sup> from AIHW METeOR at <http://meteor.aihw.gov.au/content/index.phtml/itemId/291045>
- <sup>41</sup> AS4590 also has Reported and Legal (mapped as Preferred), Previous and Stage and Tribal and Professional (mapped into Alias), Maiden (added to the METeOR list), Name at birth and New born identification name (mapped into Newborn name)
- <sup>42</sup> From AS 5017—2006 Australian Standard® Health Care Client Identification at <http://www.saiglobal.com/online/autologin.asp>
- <sup>43</sup> This is 99 in ASCO 2ndEd but for CCDS consistency has been changed to 98
- <sup>44</sup> From Informal carer—relationship to care recipient, code N at <http://meteor.aihw.gov.au/content/index.phtml/itemId/270012>
- <sup>45</sup> A derived variable used to link data for statistical and research purposes that is generated from elements of an individual's personal demographic data and attached to de-identified data relating to the services received by that individual (Statistical Data Linkage in Community Services Data Collections, Community Services Ministers' Advisory Council A report prepared by the Statistical Linkage Key Working Group May 2004 p11). Data linkage refers to the bringing together of data from different sources in order to obtain a greater understanding of a situation or individual from the combined or linked data set (Data Linkage Protocols Using a Statistical Linkage Key (AIHW, Karmel 2005, p4)). The Statistical Linkage Key provides the tool to develop an algorithm through which data linkage can be undertaken.