

Bulletin

Health Data Standards and Systems

Issue 93 –21 December 2005

Attention: Health Information Managers – For Action
VAED/ESIS/VEMD Submission Officers – For Action
VAED/ESIS/VEMD Software suppliers – For Action
Emergency Department Directors – For Action

This edition of the Health Data Standards and Systems (HDSS) Bulletin has been published in electronic format only. It has been posted on our website at: <http://www.health.vic.gov.au/hdss/bulletin/93-211205.pdf> and can be viewed as a downloadable file.

This bulletin provides information regarding:

- Hospital code table update
- Circular update
- HDSS news
- Release of Proposals for Revisions to ESIS for 1 July 2006
- ESIS – Editing of transfer of ownership of waiting episode

Please download the document from our website. If you do not have internet access, please contact the HDSS Help Desk to obtain a hard copy of this bulletin. It is essential that this document be distributed to relevant staff in your organisation.

Yours faithfully,

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Metropolitan Health and Aged Care Services Division

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Global update

93.1 Hospital code table update

An updated version of the Hospital Code Table file, including the details below, has been posted onto the HDSS Website:

<http://www.health.vic.gov.au/hdss/reffiles/index.htm>

The Excel file contains multiple worksheets that categorise public, private and non-Victorian hospitals, both in alphabetical and numerical order.

Hospital name change

Old Name	New Name	VAED Code	Effective Date
St John of God Health Care (Ballarat)	St John of God Hospital, Ballarat	6520	10 Nov 05
St John of God Health Care (Geelong)	St John of God Hospital, Geelong	6550	10 Nov 05
St John of God Health Care (Bendigo)	St John of God Hospital, Bendigo	6030	10 Nov 05
St John of God Health Care (Berwick)	St John of God Hospital, Berwick	6080	10 Nov 05
St John of God Health Care Nepean Rehabilitation Hospital	St John of God Nepean Rehabilitation Hospital	7280	10 Nov 05
St John of God Health Care (Warrnambool)	St John of God Hospital, Warrnambool	6100	10 Nov 05

New hospital registration

Name	Campus code	Effective date
Melbourne Oral and Facial Surgery	7150	15 November 2005
St Kilda Day Hospital	7120	10 October 2005

93.2 Transfer of hospital registration

Please note the following transfers of registration:

Hospital	Previous registration	New registration	Effective date
John Fawcner Private Hospital	HCOA Operations (Australia) Pty Limited	Healthscope Limited.	17 November 2005
Cotham Private Hospital	HCOA Operations (Australia) Pty Limited	Healthscope Limited.	21 November 2005

93.3 Publication '*Protection and use of your health care records*'

HDSS Unit has a limited supply of the publication '*Protection and use of your health care records*'.

Originally distributed to all public hospitals during 2000 in anticipation of the introduction of the *Health Records Act 2001 (Vic)*, and updated in December 2003, the publication was designed to assist services in providing information to their patients.

It is expected the vast majority of public hospitals now have their own patient information pamphlets, reflecting their local policies and procedures relating to, and in accordance with, the relevant Health Privacy Principles, namely

Principle 5—Openness

5.1 An organisation must set out in a document—

(a) clearly expressed policies on its management of health information;
and

(b) the steps that an individual must take in order to obtain access to their health information.

The organisation must make the document available to anyone who asks for it.

and

Principle 1—Collection

1.4 At or before the time (or, if that is not practicable, as soon as practicable thereafter) an organisation collects health information about an individual from the individual, the organisation must take steps that are reasonable in the circumstances to ensure that the individual is generally aware of—

(a) the identity of the organisation and how to contact it;

and

(b) the fact that he or she is able to gain access to the information;

and

(c) the purposes for which the information is collected;

and

- (d) to whom (or the types of individuals or organizations to which) the organisation usually discloses information of that kind;
- and
- (e) any law that requires the particular information to be collected;
- and
- (f) the main consequences (if any) for the individual if all or part of the information is not provided.

There is no need to supplement your organisational patient information pamphlet with the DHS publication.

The remaining supplies of the publication may be of assistance to small/remote services that elected to design their policies and procedures around the original publication rather than develop local policies and procedures. The publication is available for viewing and is downloadable from

<http://www.health.vic.gov.au/healthrecords/healthrecords.pdf>

Supplies are limited and will be allocated on a first come first served basis. It is not anticipated that DHS will provide further supplies of this publication.

Upon request, HDSS will organise for these to be transferred to your Regional Office. Transfer from that point to your hospital should be arranged with the Regional Office. Alternatively, a hospital may arrange for a courier to collect some from 555 Collins St (in liaison with the HDSS Help Desk staff).

Please email the PRS/2 Help Desk with your requests, including whether you would like these transferred to your Regional Office or if you will arrange for a courier.

93.4 DHS circular update

The following circulars have been released, and can be found at:

<http://www.health.vic.gov.au/hospitalcirculars/>

Hospital Circular 24/2005

Subject:

1. Highly Specialised Drugs Program

Hospital Circular 25/2005

Subject:

1. Outpatient charges, PBS co-payments and Safety Net thresholds

93.5 Australian Government circular update

The following circulars have been released:

PHI 67/05	Private Health Insurance Branch is relocating
PHI 69/05	New powers for Private Health Insurance Ombudsman
PHI 70/05	Private health insurance risk equalisation (reinsurance) arrangements - update on review process
PHI 71/05	General information regarding new private hospital, name and address changes and provider numbers.
PHI 72/05	Increase in Private Health Insurance Ombudsman levy
PHI 73/05	Amendments to October 2005 Prostheses List
PHI 74/05	Advice to health funds: new conditions of registration – portability
PHI 75/05	Mainstreaming of Private Sector Outreach Services Program
PHI 76/05	General information on private and day hospitals
PHI 77/05	Increasing the powers of the Private Health Insurance Ombudsman
PHI 78/05	Second Tier Advisory Committee meeting
PHI 79/05	Approval for Second Tier Default Benefits
PHI 80/05	New accreditation organisation for private hospitals and day hospital facilities

Private Health Insurance circulars can be found at:

<http://www.health.gov.au/internet/wcms/Publishing.nsf/Content/health-privatehealth-providers-circulars.htm>

To subscribe to the circulars, email your subscription details to Private Health Insurance Branch at privatehealth@health.gov.au

93.6 HDSS Help Desk

Please note that there will be minimal HDSS Help Desk coverage between Christmas and New Year.

Elective Surgery Information System (ESIS)

93.7 Proposals for revisions to ESIS for 1 July 2006

Proposals for revisions to Elective Surgery Information System (ESIS) for 1 July 2006 have been distributed to hospitals and software suppliers. Copies are also available on the HDSS website:

<http://www.health.vic.gov.au/hdss>

A feedback proforma is provided on the last page of the document. Feedback can be forwarded to the HDSS Help Desk (PRS2.Help-desk@dhs.vic.gov.au) and must be received before 9 February 2006.

Final acceptance of proposals is dependent on the Executive Director, Metropolitan Health and Aged Care Services, based upon recommendations by the Data Management Advisory Committee (DMAC).

93.8 Editing of transfer of ownership of waiting episode

Edits S397 (Unmatched Transfer as Reported by Receiving Organisation) and S398 (Unmatched Transfer as Reported by Originating Organisation) have been implemented as specified in the business rule for Transfer of ownership of waiting episode published in the Specifications for Revisions to the Elective Surgery Information System (ESIS) for 1 January 2005.

It has since become evident that some sites did not change recording practises on 1 January as required, and that a number of their transfers from the period 1 January to 30 June do not meet the new standard. HDSS has therefore decided to relax these edits to apply only where the date of transfer (the originating site's Removal Date and receiving site's Clinical Registration Date) is after 30 June 2005.

Contact Details

The Health Data Standards and Systems (HDSS) Unit of the Metropolitan and Aged Care Services Division has responsibility for maintaining data standards for four Victorian health data collections:

- Victorian Admitted Episodes Dataset (VAED)
- Victorian Emergency Minimum Dataset (VEMD)
- Elective Surgery Information System (ESIS)
- Agency Information Management System (AIMS)

The HDSS Bulletin, produced on an ad hoc basis, provides:

- Answers to common questions recently directed to the HDSS Helpdesk;
- Communication regarding the implementation of revisions to data collection specifications, including notification of amendments to specified data collection reference tables;
- Feedback on selected data quality studies undertaken; and
- Information on upcoming events.

HDSS Website: <http://www.health.vic.gov.au/hdss>

HDSS Help Desk:

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VEMD submit.vemd@dhs.vic.gov.au
ESIS ESIS.ESIS@dhs.vic.gov.au

HDSS postal address:

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Metropolitan Health and Aged Care Services
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