

# ***Section 1: Introduction***

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# ***Foreword***

To fund public hospitals equitably under the casemix system and to support health services planning, policy formulation and epidemiological research, the Department of Human Services maintains morbidity data on all admitted patient episodes of care provided in Victoria. These data must be consistent with the State's reporting obligations under the National Health Information Agreement and the Australian Health Care Agreement, and section 9 of the Victorian Health Act 1958, which requires a comprehensive information system on:

- The causes, effects and nature of illness among Victorians.
- The determinants of good health and ill health.
- The utilisation of health services in Victoria.

Further to this, private hospitals and day procedure centres are required to submit data as specified in the Health Services (Private Hospitals and Day Procedure Centres) Regulations 2002.

To meet these objectives, all public and private acute hospitals, including acute facilities in rehabilitation and extended care institutions and day procedure centres, are required to report the relevant minimum data set of admitted patient activity. These (de-identified) demographic, administrative and clinical data are then compiled into the Victorian Admitted Episode Dataset (VAED). Victorian hospitals must transmit data to the VAED via the PRS/2 system, an interface between a hospital's in-house patient management system and the VAED.

The Health Data Standards and Systems Unit (Metropolitan Health & Aged Care Division), manage the operations of the VAED, and Allegiance Systems provide technical services and support, from its Data Centre in Notting Hill, Victoria.

This Manual provides comprehensive information for hospitals on how the PRS/2 system works, the source data definitions and reporting requirements for all service types. The Manual will be made available on the Department's web site at:

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

**MARK GILL**

Manager

Health Data Standards and Systems

# ***Manual Content Summary***

The *VAED Manual, 12<sup>th</sup> Edition* (previously known as the *PRS/2 Manual*) is divided into eight sections. A detailed contents list is provided at the beginning of each section. A broad overview of each section is provided below.

## **Section 1: Introduction**

This section includes introductory comments, together with contact details, useful references and publications, and a list of abbreviations used in this manual.

## **Section 2: Concept and Derived Item Definitions**

This section provides concept definitions that form the foundation of the VAED collection, and a list of derived items. These derived items, when coupled with the data items supplied through PRS/2, make up the VAED.

## **Section 3: Data Definitions**

This section presents the specifications for reporting to PRS/2. It includes data items relating to individual admitted patient episodes of care. The data items are arranged in alphabetical order.

Third-party software users who interface with PRS/2 should bear in mind that this manual describes the data as they should be transmitted to PRS/2. The hospital's system need not exactly replicate PRS/2 in all respects; however, the interface must be capable of formatting the data appropriately for transmission to PRS/2.

## **Section 4: Supplementary Code Lists**

This section draws together a range of lengthy code sets. (Most code sets are short and are included in Section 3). This section also provides lists of hospital campuses that are authorised to provide (and therefore report to PRS/2) specific specialist services.

## **Section 5: Compilation & Transmission**

Transaction Record file structures and descriptions are provided in this section, along with the specifications for reporting data items that do not relate to individual episodes of care (Section 3). These include summary statistics. The technical specifications are also detailed and PRS/2 Testing is discussed.

## **Section 6: Request Reports**

This section describes the request reports hospitals can request in the Header Record of any PRS/2 transmission. These reports seek to assist hospitals to manage their PRS/2 data reporting.

## **Section 7: Control Reports & Reconciliation**




This section includes PRS/2 reports in their current format and a guide to assist with the reconciliation of PRS/2 reports with in-house data.

## **Section 8: Editing**

Each PRS/2 edit message is listed in this section, in numerical order. The problem each edit message highlights is described and the remedy outlined. A range of Edit Tables are provided; these serve as a quick reference to some of the more complex PRS/2 business rules. At the end there is an Edit Matrix, which provides a reference as to which data items are involved in the different edits.

# Contacts

**For queries or comments relating to the VAED** (for example, those relating to the data items collected, the library file, late transmission of data, or the content of this manual) contact:

HDSS Help Desk:  03 9616 8141  
 03 9616 7629  
 [PRS2.Help-Desk@dhs.vic.gov.au](mailto:PRS2.Help-Desk@dhs.vic.gov.au)

HDSS Web Page:  <http://hdss.health.vic.gov.au/>

**For queries relating to PRS/2 data transmission** (for example, those relating to if/when data were received for processing or the whereabouts of output reports) contact the VAED facilities manager:

Allegiance Systems  9541 7575  
 1800 331 946 (Country Areas)

Address PRS/2 test disks to: PRS/2 Customer Service  
Allegiance Systems  
680 Blackburn Road  
Notting Hill VIC 3168

Address live disks to: Operations Division  
Allegiance Systems  
680 Blackburn Road  
Notting Hill VIC 3168

# ***Publications Relevant to PRS/2 and the VAED***

## **Department of Human Services:**

*A Guide to the Development of Private Hospitals and Day Procedure Centres*

Also available on the Internet at:

[www.health.vic.gov.au/privatehospitals/pubs.htm](http://www.health.vic.gov.au/privatehospitals/pubs.htm)

*Admitted Patient Entry & Transmission System (APET)*

The APET software was developed to be used as a solution for smaller hospitals and day procedure centres to transmit data to the VAED via a simple data entry system for separations. Further information is available on the Internet about the applicability and use of APET:

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

*Are you of Aboriginal or Torres Strait Islander Origin? Information for Hospital Staff who are responsible for collecting information on Patients who are admitted to Hospital or Patients who attend the Emergency Department*, Koori Health Unit, July 1998

<http://hdss.health.vic.gov.au/vaed/koori.pdf>

*Case studies of 'Best Practice' in Recording Aboriginality*, Koori Health Unit, July 1996

Available on the Internet at:

<http://koori.health.vic.gov.au/casestud/index.htm>

See also the Koori Health Unit website at:

<http://koori.health.vic.gov.au>

*Circulars*

Majority of circulars are available on the Internet at:

[www.dhs.vic.gov.au/ahs/circular/index.htm](http://www.dhs.vic.gov.au/ahs/circular/index.htm)

*Fees and Charges for Acute Health Services in Victoria – A Handbook for Public Hospitals* (Updated May 2001), also available on the Internet at:

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

*HDSS Bulletin*

Available on the Internet at:

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

*ICD-10-AM Library File*

Available under 'Global Reference Files' on the Internet at:

<http://hdss.health.vic.gov.au/vaed/index.htm#icdlib>

*Postcode/Locality/SLA File (June 2001)*

DHS' postcodes and localities file is also available under 'Global Reference Files' on the Internet at:

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

### *Victorian Hospital Health Information*

Includes addresses and contact numbers

[www.health.vic.gov.au/hospitals](http://www.health.vic.gov.au/hospitals)

Includes map and information is available on the Internet at:

[www.health.vic.gov.au/maps/index.htm](http://www.health.vic.gov.au/maps/index.htm)

### *Victoria – Public Hospitals and Mental Health Policy and Funding Guidelines 2002-2003*

Also available on the Internet at:

<http://www.health.vic.gov.au/pfg2002/index.htm>

### *Victorian Additions to Australian Coding Standards, effective July 2001.*

Also available on the Internet at:

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

## **Legislation:**

### ***Commonwealth:***

The following Commonwealth Acts are available on the Internet under the heading 'Commonwealth' at:

[www.austlii.edu.au](http://www.austlii.edu.au)

- *National Health Act 1953*
- *Health Insurance Act 1973*

### ***Victorian:***

The following Victorian Acts are available on the internet:

[www.dms.dpc.vic.gov.au](http://www.dms.dpc.vic.gov.au)

- *Aged & Disabled Persons Care Act 1954*
- *Annual Reporting Act 1983*
- *Health Act 1958*
- *Health Records Act 2001*
- *Health Services (Private Hospitals and Day Procedure Centre) Regulations 2002*
- *Health Services Act 1988*
- *Hospital & Charities Commission (Fees) Regulations 1986*

## **Other useful publications and websites:**

*Australian Coding Standards for ICD-10-AM, 3<sup>rd</sup> Edition, National Centre for Classification in Health, July 2000*

<http://casino.cchs.usyd.edu.au/nch//>

*Australian Health Care Agreement*, between Commonwealth Department of Health and Aged Care and Department of Human Services Victoria.

Available on the Internet at:

[www.health.gov.au/haf/docs/hca/index.htm](http://www.health.gov.au/haf/docs/hca/index.htm)

*Australia Post* web-site listing of postcodes and localities:

[www.austpost.com.au](http://www.austpost.com.au)

*Australian Standard Classification of Countries for Social Statistics*, Australian Bureau of Statistics (ABS), Catalogue No. 1269.0.

This document is only available on floppy disk. See also the ABS website at:

[www.abs.gov.au](http://www.abs.gov.au)

*Day Only Procedures Manual Supplement MBS Descriptions Effective 01 July 2001*, Commonwealth Department of Health and Aged Care.

The latest version (1 November 2001) is available on the Internet at:

Day Only Procedures Manual 1999:

[http://www.health.gov.au/privatehealth/providers/dayonly/dayonly\\_1999.htm](http://www.health.gov.au/privatehealth/providers/dayonly/dayonly_1999.htm)

Day Only Procedures Manual Supplement November 2001:

[http://www.health.gov.au/privatehealth/providers/dayonly/daymbs\\_nov2001.htm](http://www.health.gov.au/privatehealth/providers/dayonly/daymbs_nov2001.htm)

Day Only Procedure Manual Index:

<http://www.health.gov.au/privatehealth/providers/dayonly/index.htm>

*HIMAA Recruitment Services*

Available on the Internet:

[www.himaa.org.au/workweb1.html](http://www.himaa.org.au/workweb1.html)

*National Health Data Dictionary*, Australian Institute of Health and Welfare, Version 11, 2002.

Available on the Internet at:

*National Health Data Dictionary, Version 10, 2001*

[www.aihw.gov.au/publications/hwi/nhdd10/index.html](http://www.aihw.gov.au/publications/hwi/nhdd10/index.html)

*National Health Data Dictionary* version 11 is a summary of changes to version 10 of the data dictionary

[www.aihw.gov.au/publications/hwi/nhdd11/index.html](http://www.aihw.gov.au/publications/hwi/nhdd11/index.html)

White Pages web-site permits searches for postcodes and localities:

[www.whitepages.com.au](http://www.whitepages.com.au)

# ***Abbreviations Used in This Manual***

<b>AHCA</b>	Australian Health Care Agreement
<b>AIMS</b>	Agency Information Management System
<b>AN-DRG</b>	Australian National Diagnosis Related Group
<b>AR-DRG</b>	Australian Refined Diagnosis Related Group
<b>CCIHT</b>	Critical Care Inter-Hospital Transfer
<b>CFS</b>	Coded Funded Separations
<b>CCU</b>	Coronary/Cardiac Care Unit
<b>CRAFT</b>	Casemix Rehabilitation and Funding Tree
<b>DHS</b>	Department of Human Services Victoria
<b>DRG</b>	Diagnosis Related Group
<b>DVA</b>	Department of Veterans' Affairs
<b>EPC</b>	Early Parenting Centre
<b>ESAS</b>	Elective Surgery Access Service
<b>GEM</b>	Geriatric Evaluation and Management Program
<b>HDSS</b>	Health Data Standards and Systems, Metropolitan Health & Aged Care Division, DHS
<b>HIM</b>	Health Information Manager (also known as medical record administrator)
<b>HITH</b>	Hospital in the Home
<b>ICD-9-CM</b>	International Classification of Diseases - 9th Revision - Clinical Modification
<b>ICD-10-AM</b>	International Statistical Classification of Diseases and Related Health Problems, 10th Revision, Australian Modification
<b>ICU</b>	Intensive Care Unit
<b>IES</b>	Inlier Equivalent Separations

<b>LOS</b>	Length of Stay
<b>MAPU</b>	Medical Assessment and Planning Unit
<b>MDC</b>	Major Diagnostic Category
<b>MV</b>	Mechanical Ventilation
<b>NHDD</b>	National Health Data Dictionary
<b>NICU</b>	Neonatal Intensive Care Unit
<b>NIV</b>	Non-Invasive Ventilation
<b>NHT</b>	Nursing Home Type (patient/care)
<b>P/G</b>	Psycho-geriatric
<b>PRS/2</b>	Computer system by which hospitals transmit admitted patient data to Department of Human Services
<b>RITH</b>	Rehabilitation In The Home
<b>RUG-ADL</b>	Resource Utilisation Groups – Activities of Daily Living
<b>SCN</b>	Special Care Nursery
<b>SLA</b>	Statistical Local Area
<b>SOU</b>	Short Stay Observation Unit
<b>TAC</b>	Transport Accident Commission
<b>VAED</b>	Victorian Admitted Episodes Dataset
<b>VIC-DRG</b>	Victorian Adjusted Diagnosis Related Group
<b>VWA</b>	Victorian WorkCover Authority
<b>WIES</b>	Weighted Inlier Equivalent Separations
<b>the Department</b>	refers to the Victorian Department of Human Services