

Recording admission detail in CMI/ODS

Program management circular

Key message

All clients admitted to a public inpatient or residential mental health service are assigned an admission detail code as part of their admission process. This code must be selected in the order specified below.

Purpose

To provide advice regarding the hierarchy of the admission detail code for clients being admitted to a public mental health service and on the CMI/ODS.

Background

CMI/ODS is the Victorian public mental health client information management system and comprises:

- Client Management Interface (CMI). The CMI is the local client information system used by each public mental health service
- Operational Data Store (ODS). The ODS manages a set of select data items from each CMI. The ODS is used to:
 - allocate a unique (mental health) registration number for each client, known as the statewide unit record (UR) number
 - share select client level data between Victorian public AMHS to support continuity of treatment and care
 - ensure the legal basis for providing treatment is evident to all public mental health service providers where a client may be unable or unwilling to consent to treatment
 - meet the various reporting requirements of the Department of Human Services
 - support the statutory functions of the Chief Psychiatrist and the Mental Health Review Board.

Allocation of admission detail code

The following hierarchy of the admission detail code is intended to support the current Victorian Admitted Episodes Dataset (VAED) and subsequent CMI/ODS admission type and admission source codes. When allocating a code from this code set, select the first appropriate code from the following:

- E Commenced in ED of this or another hospital
- C Revoked CTO
- T Transfer from public mental health inpatient service
- G From residential care services (PGNH)
- N From community residential service (CCU)
- S Statistical admission
- D Direct

About program management circulars

The information provided in this circular is intended as general information and not as legal advice. Mental health service management should ensure that policies and procedures are developed and implemented to enable staff to collect and use health information in accordance with relevant legislation.

Admission detail code - 0 'Not applicable' is assigned by the CMI when a statistical admission is created. It is not intended for manual entry.

The admission detail code set is intended to complement the admission source and admission type codes that are also used in VAED.

Further information

The VAED manual including information about the admission type and source coding is on the Health and Data Standards (HDSS) web site at www.health.vic.gov.au/hdss

Further information is also available on the mental health web site at www.health.vic.gov.au/mentalhealth.

Acknowledgements

Published by Mental Health Branch
Metropolitan Health and Aged Care Services Division
Victorian Government Department of Human Services

Also published on www.health.vic.gov.au/mentalhealth/pmc

Document no. PMC06106

Revised: October 2006

Review date: 2007