

Proposals for revisions to the Elective Surgery Information System (ESIS) for 1 July 2005

December 2004

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Executive Summary

Each year the Department of Human Services (DHS) reviews the data elements and format of the Elective Surgery Information System (ESIS). This review seeks to ensure that the collection supports the Department's national reporting obligations, and assists DHS planning and policy development.

This document has been produced to invite comment and stimulate discussion on the proposals outlined below. If you would like to comment on any of the proposals, please see the introduction section in the ESIS proposals document on how to do so.

In order to be accepted into the collection proposals need to demonstrate clear business justification and be fully costed, meaning funding streams will need to be identified and confirmed. Final acceptance of all proposals is dependent on the Executive Director, Metropolitan Health and Aged Care Services.

For further information on the revisions process and time table see page 4 of the HDSS Bulletin at <http://www.health.vic.gov.au/hdss/bulletin/76-031104.pdf> or contact the HDSS Help Desk on 9616 8141.

The ESIS proposals document details the proposed revisions to the Elective Surgery Information System for 1 July 2005. These proposed revisions are summarised below.

1. To report the date the waiting list episode is entered onto the reporting organisations waiting list system. This change is required for two reasons:
 1. To remain aligned with national reporting requirements.
 2. To better understand the gap between when the clinical decision is made to add a patient to the waiting list and the time they are actually added.

The proposal involves:

- Adding one new data item
- Adding two new edits

2. To include an end date in the ESIS extract file name. This change is required in order to avoid certain edits triggering inappropriately. This will reduce workload for DHS and Hospitals. The proposal involves:

- Modification of the file naming convention

3. To report Indigenous Status for episodes registered onto the waiting list. This change will align reporting more closely with national guidelines. The proposal involves:

- Adding one new data item
- Adding one new edit

Introduction

The ESIS proposals consultation process

Each year the Department of Human Services (DHS) reviews the data elements and format of the Elective Surgery Information System (ESIS). This review seeks to ensure that the data collection supports the Department's national reporting obligations, and assists DHS planning and policy development.

This document is being distributed to all Victorian hospitals, to patient management system suppliers known to have Victorian clients, and to a range of industry bodies. It outlines *proposals* for changes to ESIS, as at the time of its release in December 2004. This should not be regarded as a complete list of changes to be made for 2005—06. Items in this publication cannot be guaranteed to change or to change in the form suggested here; nor does the absence of an item from this publication indicate it will not change from 1 July 2005. Confirmed changes will be published in the document *Specification for Revisions to Elective Surgery Information System (ESIS) for 1 July 2005*, which will be published in February 2005.

It is expected that release of these proposals will stimulate discussion within the health industry. **Prompt feedback is sought on these proposals.** Hospitals and software suppliers should review this document and assess the feasibility of the proposals. All are invited to provide written feedback to the Department by completing the proforma and forwarding it to the Department as indicated **by 28 January 2005**. Copies of the proforma may be obtained from the HDSS web site located at <http://www.health.vic.gov.au/hdss>.

There will be a **summary presentation** of these proposals during the **HDSS Forum** to be conducted in **February 2005**. If you have any questions or comments, it is important to forward these promptly, as responses to feedback will be provided at the forum, where question time may be limited.

There will be further opportunity to provide written comment following the forum.

Orientation to this document

As this document provides 'proposals' for revisions, there are a few features that require explanation:

- New values and definitions relating to existing items appear in boxes
- ~~Redundant values and definitions relating to existing items are struck through.~~
- *[Comments relating to the proposal document only appear in square brackets and italics.]*
- New edits are shown with an edit number of ###.
- The text is divided into the categories of 'Specification' and 'Administration' as presented in the *Elective Surgery Information System (ESIS 7th Edition, 1 July 2004)*.
 - Specification:* details the reporting requirements for the item.
 - Administration:* provides additional information including the purpose of the collection of the data item and the source of the code set and definitions.
- Further information, such as the background to each proposal is provided.

Abbreviations

| | |
|---------|---|
| ABS | Australian Bureau of Statistics |
| ACES | Advisory Committee on Access to Elective Surgery |
| AIHW | Australian Institute of Health and Welfare |
| DHS | Department of Human Services, Victoria |
| ESAS | Elective Surgery Access Service |
| ESIS | Elective Surgery Information System |
| HDSS | Health Data Standards and Systems |
| KRA | Key Result Area |
| NHDC | National Health Data Committee |
| NHDD | National Health Data Dictionary |
| NESWTDC | National Elective Surgery Waiting Times Data Collection |

Proposed revisions

Proposal 1 – Collection of the date on which a waiting list episode is entered

It is proposed to Report the date the waiting list episode is entered onto the reporting organisation's waiting list management system.

Proposed by **Jim Doumtses**, Project Officer, Hospital Demand Management
Department of Human Services
Phone: 9616 7896, Email: jim.doumtses@dhs.vic.gov.au

Implementation Date 1 July 2005

Background The new definition of Registration Date has been widely communicated and is scheduled for implementation 1 July 2005. This ensures that the waiting time assigned to a patient's clinical urgency is based on the date the clinical assessment took place rather than the date the data entry was performed.

The above change, however, raises three issues. These are:

- That the delay between when a patient is informed of the need for a procedure by the clinician and when the hospital processes the request cannot be measured.
- That Clinical Urgency KRAs have historically been based on the date of data entry (an administrative process) rather than the date the clinical assessment took place.
- That losing the date of data entry will result in divergence from national data reporting requirements.

It is therefore proposed to also report the date the waiting list episode is entered onto the reporting organisation's waiting list system. This will:

- Allow for assessment of the delay between the clinical determination of the need for a procedure and the hospital's processing of the associated request.
- Provide for better management of the effect these changes may otherwise have had on Clinical Urgency KRAs.
- Enable Victoria to align with current national reporting requirements.

Hospital systems already automatically date stamp the entry of a new registration. This means that no additional data entry will be required, and programming will be limited to altering the episode-level extract.

Date Episode Entered (*New*)

Specification

Definition The date the waiting list episode is entered onto the reporting organisation's waiting list system.

Label Date_Episode_Entered

Field size Eight **Layout** DDMMCCYY

Reported in Episode Table

Reported for All waiting list episodes registered on or after 1 July 2005.

Reported when The Waiting List episode is first reported.

Reporting guide The Date Episode Entered will be on or after the Registration Date. It should be an automatic date stamp of the date of data entry. There are no circumstances under which a waiting list episode reportable to ESIS should be entered onto a system if the clinical determination of the need for a procedure has not yet occurred.

Because this date should reflect the system's processing date it cannot be updated once reported.

It is possible that an episode may commence and conclude before staff have had a chance to enter it into the system. For example a patient is told by his or her surgeon on 23 August 2006 that he or she needs to go on the waiting list for a procedure. On 26 August the patient deteriorates and has the awaited procedure as an Emergency. On 27 August 2005, the booking office belatedly receives the notification, and discovers that the procedure has already been performed. The reporting organisation should register and remove the episode, and the system should still extract the date on which the data entry was performed.

Edits S### Registration Date after Date Episode Entered
S### Date Episode Entered has changed

Related items Section 3: *Registration Date*.

Administration

Purpose To calculate the time between referral by doctor to time waiting episode is entered onto the reporting organisations waiting list system.

To enable close compliance with current national reporting requirements.

Principal data users DHS

Collection start July 2005 **Version** 1 (Effective 01 July 2005)

Definition source DHS **Code set** N/A

S###Registration Date After Date Episode Entered

Effect Rejection

Problem The Registration Date for this episode-level record is after the date the Date Episode Entered.

Remedy It is assumed that the Date Episode Entered is a timestamp and is therefore accurate. The Registration Date must have occurred on or before this date. Report this error to your software supplier.

Refer:

Section 3-Data Definitions: Date Waiting List Episode Entered and Registration Date.

S###Date Episode Entered has changed.

Effect Rejection

Problem The Date Episode Entered is different to the previously reported Date Episode Entered.

Remedy The Date Episode Entered is assumed to be a system generated date, representing the date a waiting list episode is first entered onto the system. Therefore it is unable to be changed. Please report the Date Episode Entered previously reported.

Refer:

Section 3-Data Definitions: Date Waiting List Episode Entered and Registration Date.

Proposal 2 - Extract Naming Convention

| | |
|----------------------------|--|
| It is proposed to | Modify the extract naming convention to identify the end date of the data contained within. The extract will contain all changes occurring since the end date of the last extract, up to and including and the end date of this extract. |
| Proposed by | iSoft |
| Implementation Date | 1 July 2005 |
| Background | <p>There are a small number of circumstances where edits involving date calculations may trigger unnecessarily. For example if data is extracted on 10 March 2006 AND contains an episode that has a current Scheduled Admission Date of 12 March 2006, AND is not processed at DHS until 14 March 2006, the editing process will indicate that the Scheduled Admission Date has been exceeded, when in fact it may not have. These edits will clear themselves on processing of the next submission. This situation can be avoided entirely though by a change to the extract and zip file naming convention to include an end date. At present the naming convention incorporates year and month of submission. By changing these to year, month of extraction and adding day of extraction, this date can be used as an end date for affected date calculations.</p> <p>Affected Edits are: S082, S083, S287, S311, S315, S376 and S409. Unremoved episodes for these edits will use Date of Extraction instead of the date of processing at DHS.</p> |

Naming Convention (*Amended*)

Submission zip file

The zip file submitted to ESIS must be named according to the following naming convention:

| Position | Variable Required | Format | Example |
|----------------------------|--|--------|---------|
| 1 – 4 | Submission code | NNNN | 1010 |
| 5 | Underscore | | |
| 6 – 7 | Year of submission | YY | 05 |
| 8 | Underscore | | |
| 9 – 10 | Month of submission | MM | 09 |
| 11 | Underscore | | |
| 12 – 13 | Submission end date | DD | 01 |
| 14 | Underscore | | |
| 12 – 13 15 – 17 | Submission number for this financial year. | NNN | 001 |
| 16 – 19 18 - 21 | ".zip" | | .zip |

[Reporting organisation's code] & "_" & [Year] & "_" & [Month of Submission] & "_" & [Submission end date] & "_" & [Submission Number] & ".zip"

For example:

1010_05_09_01_012.zip (Alfred, twelfth submission for 2005-2006, extracted to 1 September 2005).

Text files

The text files submitted to ESIS must be named according to the following convention:

| Position | Variable Required | Format | Example |
|----------------------------|--|--------|---------|
| 1 – 4 | Submission code | NNNN | 1010 |
| 5 | Underscore | | |
| 6 – 7 | Year of submission | YY | 05 |
| 8 | Underscore | | |
| 9 – 10 | Month of submission | MM | 07 |
| 11 | Underscore | | |
| 12 - 13 | Submission end date | DD | 01 |
| 14 | Underscore | | |
| 12 – 13 15 - 17 | Submission number | NNN | 001 |
| 14 – 18 | Underscore | | |
| 18 – 19 | Table identifier P = patient table E = episode table I = Intra episode table R = Reconciliation table M = Merge table | A | P |
| 16 – 19 20 - 23 | ".txt" | | .txt |

[Reporting organisation's code] & "_" & [Year] & "_" & [Month of Submission] & "_" & [Submission end date] & "_" & [Submission Number] & "_" & [Table identifier] & ".txt"

For example:

- 1010_05_07_01_001_P.txt (Alfred, first submission for this year, 1 July 2005 submission, Patient Table records).

Proposal 3 - Indigenous status

| | |
|----------------------------|---|
| It is proposed to | Report Indigenous status for waiting list episodes. |
| Proposed by | Mary Sullivan , Senior Project Officer, Koori Human Services Unit Department of Human Services Phone: 9616 6981, Email: Mary.Sullivan@dhs.vic.gov.au |
| Implementation Date | 1 July 2005 |
| Background | Accurate data on Aboriginal status is required in order to assess and improve the health status of Aboriginal and Torres Strait Islander people. The proposal supports this aim, and is consistent with the National Health Data Dictionary (NHDD) Guide for use of this data item. Data will be used to assess Aboriginal hospitalisation by the Koori Human Services Unit (KHSU) and the AIHW. |

Indigenous Status (*New*)

Specification

| | | | |
|------------------------|--|---|--------------------------------------|
| Definition | An Aboriginal or Torres Strait Islander is a person of Aboriginal or Torres Strait Islander descent who identifies as an Aboriginal or Torres Strait Islander and is accepted as such by the community in which he or she lives. | | |
| Label | Indigenous_Status | Valid values | Code from Indigenous Status code set |
| Field size | N/A | | |
| Reported in | Episode Table | | |
| Reported for | All waiting list episodes. | | |
| Reported when | The waiting list episode is first registered. | | |
| Code set | Code | Descriptor | |
| | 2 | Not indigenous - <i>Not</i> Aboriginal or Torres Strait Islander origin | |
| | 5 | Indigenous - Aboriginal but not Torres Strait Islander origin | |
| | 6 | Indigenous - Torres Strait Islander but not Aboriginal origin | |
| | 7 | Indigenous - Aboriginal and Torres Strait Islander origin | |
| | 8 | Question unable to be answered | |
| | 9 | Patient refused to answer | |
| Reporting guide | This information must be collected for every waiting list episode. It must not be one of the hospital's patient master index items. Systems must not be set up to input a default code. Rather than asking every patient about their indigenous status, first ask the patient. "Were you born in Australia?": <ul style="list-style-type: none">• If No, the patient should be asked, "What country were you born in?"• If Yes, the patient should be asked, "Are you of Aboriginal or Torres Strait Islander origin?" | | |

If the patient answers Yes to being of Aboriginal or Torres Strait Islander

