

Distribution: Public Hospitals, Private Hospitals and Day Procedure Centres

Subject: Consolidated file 1993/94 for Victorian Inpatient Minimum Database

Purpose: To notify hospitals of the consolidated file cut off date for 1993/94 data for the Victorian Inpatient Minimum Database

This circular is to advise all hospitals and day procedure centres that the Victorian Inpatient Minimum Database's consolidated file for 1993/94 inpatient data will be finalised on **21 September 1994**.

For public hospitals, Conditions of Funding for Public and Denominational Hospitals 1993/94 paragraph 2.19.1 requires hospitals to comply with this reporting deadline. For private hospitals, Section 414 of the Health Services (Private Hospitals and Day Procedure Centres) Regulations 1991 require hospitals to submit their data once every month.

Health Computing Services (HCS) has indicated all transmissions of data for inclusion in the 1993/94 Consolidated file should be received by HCS **by close of business on 16 September 1994**.

It is the hospital's responsibility to ensure admission and separation details for all 1993/94 inpatients are transmitted to PRS or PRS/2, along with corrections, resubmissions and diagnosis and procedure codes, for the 1993/94 period by this date.

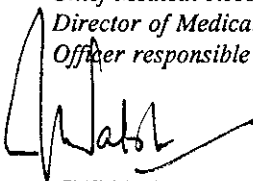
The introduction of a non end of month VIMD extract cycle in November 1993 means that on the 18th of each month, all hospitals which have a non end of month file date will be re-extracted before being consolidated on the 21st. It is therefore not essential to transmit an end-of-month run.

If you have any queries about this, please contact:

Health & Community Services: Judy Sumner (03) 616 8154
Health Computing Services: Leonie Norman or Marian Leane (03) 541 7500

Please forward a copy of this advice as soon as possible to relevant personnel, including:

- . Information Systems Manager
- . Chief Medical Record Administrator
- . Director of Medical Services
- . Officer responsible for PRS or PRS/2 data reconciliation



DR MICHAEL WALSH
DIRECTOR
ACUTE HEALTH SERVICES