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| **TRIAGE Minimum Data Set Manual**(TMDS) Version 12.0 |
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Department of Health

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| **TRIAGE Minimum Data Set**Section 1 Data extract and file layout specificationSection 2 Data definitions and domain values |
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# Abbreviations

|  |  |
| --- | --- |
| CAMHS | Child and Adolescent Mental Health Service |
| CATT | Crisis Assessment and Treatment Team |
| CCS | Community Correctional Services |
| CMI | Client Management Interface |
| CYMHS | Child and Youth Mental Health Service |
| MDS | Minimum Data Set |
| MHA | Mental Health Area |
| MHARS | Mental Health Advise and Response Service |
| NMDS | National Minimum Data Set |
| ODS | Operational Data Store |
| PAPU | Psychiatric Assessment & Planning Unit |
| TMD | Triage Minimum Dataset |

# Release Versions

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Date** | **Author** | **Changes** |
| V1 | 12/04/2010 | Rita Triglia | Initial release of specifications |
| V6 | 11/04/2011 | Emma Jeffery | Numerous changes to reduce ambiguity particularly in relation to dates |
| V8 | 22/05/2012 | Ian Thomas | Code 47 in Referral Source data element labelled as ‘Child Protection-Out of Home Care’Char metadata elements relabelled as StringSubmission dates updatedData element compliance matrix updated  |
| V10 | 04/07/2014 | Lachlan Rimes | Reporting schedule changed to monthly extract of 6-month time period. |
| V11 | 30/04/2015 | Bill Xu | Updated Program Type Intake character length from 3 to 4Updated Service Recipient Intake character length from 2 to 3 Updated Program Type Response character length from 3 to 4 Updated Service Recipient Response character length from 2 to 3  |
| V12 | 01/07/2019 | Sue Neilson | Added new Mental Health Advise and Referral Service (MHARS) specific data components:* Added new Program Stream:
	+ CL5 Comm, MHARS – Consultation and Liaison - Adult
* Added new Service Recipient as below:
	+ 105 Magistrate
	+ 107 CCS/Court Assessment & Prosecution Services (CAPS)
	+ 108 Koori Court Officer
	+ 109 Youth Justice Court Advice Service (YJCAS)
* Added new Referral Sources as below:
	+ 51 Courts
	+ 52 Custodial Health Service
	+ 53 Court Integrated Services Program (CISP)
	+ 54 Legal Representative
	+ 55 Prison Mental Health Service
* Added new Service Response as below:
	+ 51 Prison Mental Health Service
	+ 52 Custodial Health Service
	+ 53 Court Integrated Services Program (CISP)
	+ 54 Legal Representative
	+ 55 Courts
* Updated Client - Preferred Language reference by removing codes 07 and 98 and including 8000 and 0002:
* ~~07 Australian Indigenous languages, NEC~~
* ~~98 Not stated~~
* 8000 Australian Indigenous languages, NFD
* 0002 Not stated
 |

# Triage Minimum Data Set - Section 1

## Data extract and file layout specification

## 1. Overview

The purpose of Section 1 is to outline the layout and format of triage data files that must be submitted by each mental health service to the Department of Health and Human Services for each financial year.

## 2. Scope

The scope of the Triage Minimum Data Set (MDS) includes all presentations accessing a mental health triage function where a triage scale has been assigned within the reporting period. Refer to the Statewide mental health triage scale which is available online at <https://www2.health.vic.gov.au/mental-health/practice-and-service-quality/service-quality/mental-health-triage-service>. The triage MDS includes data that is captured either via the CMI/ODS or other software products.

## 3. Background

The Victorian Chief Psychiatrist led the development and implementation of the Mental Health Triage scale in consultation with the Mental Health Triage Scale Advisory Committee, which comprised senior

clinical experts from the mental health sector, consumer and carer representatives, and members

of the department’s Mental Health, Drugs and Regions Division. Triage is the process of initial assessment to determine the need for service and the nature and urgency of the care required

## 4. Data definitions

Detailed information on definitions and coding / classification instructions can be found in Section 2 of this document (Triage Minimum Data Set, Section 2, Data definitions and domain values).

## 5. Data model for triage extract

The basic design of the extract consists of single data record for each triage event. Typically, a record identifies a client or third-party contacting/referred to a mental health triage service where a triage category scale is assigned. Therefore, key data elements seek to address:

* **Who?** Profile characteristics of the recipient of the service
* **From where?** Identifies the referral source for the recipient of the service
* **What?** Identifies the service provided (both initial and outcome services) and the triage category assigned
* **When?** The date the triage category was assigned and service response time
* **Where?** The location of the assigned response worker.



Mental health service organisation

Campus code

Person

Postcode SLK

Locality name Indigenous status

Client MHA Preferred language

Mental health triage event

Assignment of Triage outcome
triage scale

Interpreter required

Referral source Service response

Program type intake Program type response

Triage date/time Service response date/time

Triage scale

Intake service medium Service response medium

Intake service location Service response location

Intake service recipient Service response recipient

*Figure 1: Data model underlying the triage minimum dataset – triage data extract*

## 6. File type and naming convention

* Data submitted to the department should be formatted as specified in a variable length tab-delimited text file.
* The data will have the naming convention of TMDCCCCYYYYMMBBBB.txt.

Where:

* TMD: denotes ‘Triage Minimum Dataset’
* CCCC: is the code used to identify the mental health triage campus
* YYYY: includes the reporting year covered in the file, using the convention where financial years are abbreviated by referring to the earlier calendar year of the pair (e.g. 2018–19, is identified as 2018)
* MM: represents the applicable financial month number within the YYYY, (e.g. 201801 equates to July 2018, 201806 equates to December 2018)
* BBBB: represents an incremental batch number (leading zeros present)

Adherence to this approach requires that any resubmitted files should have a batch number greater than the file they replace. For example, the first triage data file submitted by Campus code 5000 covering the 2018–19 year would be named ‘TMD50002018010001.txt’.

The first row of every file must contain the column names as stipulated in point 9 Data Records (of this document)

## 7. Reporting period and delivery date

A six-month data extract should be prepared and submitted to the department each month. Data reported represents all presentations accessing mental health triage services within the reporting period. Extracts should be emailed to triageMDS@dhhs.vic.gov.au as per the following schedule.

### Table 1: Reporting period and delivery date

|  |  |  |
| --- | --- | --- |
| Reporting period | File submission received by: | Filename format |
| 1st Jan 20YY – 30th Jun 20YY  | 15th July 20 YY | TMDCCCC20 YY **12**BBBB.txt |
| 1st Feb 20 YY – 31st Jul 20 YY | 15th August 20 YY | TMDCCCC20 YY **01**BBBB.txt |
| 1st Mar 20 YY – 31st Aug 20 YY | 15th September 20 YY | TMDCCCC20 YY **02**BBBB.txt |
| 1st Apr 20 YY – 30th Sep 20 YY | 15th October 20 YY | TMDCCCC20 YY **03**BBBB.txt |
| 1st May 20 YY – 31st Oct 20 YY | 15th November 20 YY | TMDCCCC20 YY **04**BBBB.txt |
| 1st Jun 20 YY – 30th Nov 20 YY | 15th December 20 YY | TMDCCCC20 YY **05**BBBB.txt |
| 1st Jul 20 YY – 31st Dec 20 YY | 15th January 20 YY | TMDCCCC20 YY **06**BBBB.txt |
| 1st Aug 20 YY – 31st Jan 20 YY | 15th February 20 YY | TMDCCCC20 YY **07**BBBB.txt |
| 1st Sep 20 YY – 28th Feb 20 YY | 15th March 20 YY | TMDCCCC20 YY **08**BBBB.txt |
| 1st Oct 20 YY – 31st Mar 20 YY | 15th April 20 YY | TMDCCCC20 YY **09**BBBB.txt |
| 1st Nov 20 YY – 30th Apr 20 YY | 15th May 20 YY | TMDCCCC20 YY **10**BBBB.txt |
| 1st Dec 20 YY – 31st May 20 YY | 15th June 20 YY | TMDCCCC20 YY **11**BBBB.txt |
| 1st Jan 20 YY – 30th Jun 20 YY | 15th July 20 YY | TMDCCCC20 YY **12**BBBB.txt |
| 1st Feb 20 YY – 31st Jul 20 YY | 15th August 20 YY | TMDCCCC20 YY **01**BBBB.txt |

*CCCC = campus code 20YY: year BBBB = batch number*

## 8. Report to services

Each data extract received will be imported to a central data repository. From there reports are generated and disseminated.

### 8.1 Proposed mental health triage key performance indicators

The primary mental health triage key performance indicator proposed is:

* The extent to which services can provide a response consistent with the triage clinicians’ rating on the scale. The aim is to measure the health services’ compliance with the triage scale categories. The compliance rate is yet to be determined. In accordance with the scale category response requirements, for categories B–E the response is recorded at the time of the face-to-face contact with the client.

## 9. Data Records

### Table 2: Data records

| Column order | Column name | Type [length] | Data element | Notes/values |
| --- | --- | --- | --- | --- |
| 1 | Campus | String [4] | Campus code  | NNNN: Mental health campus code as assigned by CMI/ODS. |
| 2 | SLK | String [14] | Statistical linkage key | AAAAADDMMYYYYN: The statistical linkage key (SLK) is a variable derived from client personal demographic data used to link data for statistical and research purposes. |
| 3 | Locality | String [30] | Locality name | Geographic location (suburb/town/locality) of the usual residence of the client (*not* postal address). |
| 4 | Pstcode | String [4] | Postcode | NNNN: Postcode of suburb/locality in which the person usually *resides* (*not* postal address). |
| 5 | Client\_MHA | String [2] | Client MHA | NN: Mental health area of origin is determined by the usual residential address of the person (catchment area). The identification of a client’s mental health area or catchment area provides the basis for allocating service delivery. |
| 6 | Interpreter | String [1] | Need for interpreter services | N: Whether an interpreter service is required by or for the client. |
| 7 | Pref\_Lang | String [4] | Preferred language | NNNN: The language (including sign language) most preferred by the client for communication. |
| 8 | Indig\_Status | String [1] | Indigenous status | N: Whether a client identifies as being of Aboriginal and/or Torres Strait Islander origin. |
| 9 | Referral\_Src | String [2] | Referral source | NN: Referral source is the person/organisation contacting the triage service about a particular client who may be a potential consumer of the mental health area service (AMHS). |
| 10 | Triage\_Dt | String [12]  | Triage date/time | The date and time a triage mental health service clinician assigns the applicable triage category.Format: DDMMYYYYHHMM |
| 11 | Triage\_Scale | String [1] | Triage scale | A: The triage scale assigned by a triage service clinician dependent on the necessary response. |
| 12 | Pgm\_Typ\_Intake | String [4] | Program type  | AAAN: Identifies the mental health setting and age-based team providing the service both at the **point of triage** and service response. |
| 13 | Svc\_Medium\_Intake | String [1] | Service medium | N: A description of the way in which a contact was made with a client or agency. In relation to triage MDS, this will be collected both at the **point of triage** and service response. |
| 14 | Svc\_Location\_Intake | String [2] | Service location | N[N]: Specifies where the service was provided in terms of the location of the clinical worker providing the service. In the case of contacts provided by telephone, this will usually differ from the location of the client at the time the service is received. In relation to triage MDS, this will be collected both at the **point of triage** and service response. |
| 15 | Svc\_Rcpt­\_Intake | String [3] | Service recipient | AAN: The person(s) receiving the service contact. In relation to triage MDS, this will be collected both at the **point of triage** and service response. |
| 16 | Pgm\_Typ\_Response | String [4] | Program type | AAAN: Identifies the mental health setting and age-based team providing the service both at the point of triage and **service response**. |
| 17 | Svc\_Medium\_Response | String [1] | Service medium | N: A description of the way in which a contact was made with a client or agency. In relation to triage MDS, this will be collected both at the point of triage and **service response**. |
| 18 | Svc\_Location\_Response | String [2] | Service location | N[N]: Specifies where the service was provided in terms of the location of the clinical worker providing the service. In the case of contacts provided by telephone, this will usually differ from the location of the client at the time the service is received. In relation to triage MDS, this will be collected both at the point of triage and **service response**. |
| 19 | Svc\_Rcpt\_Response | String [3] | Service recipient | NNN: The person(s) receiving the service contact. In relation to triage MDS, this will be collected both at the point of triage and **service response**. |
| 20 | Svc\_Response | String [2] | Service response | NN: Service response identifies the outcome from a triage service. |
| 21 | Response\_Dt | String [12] | Service response date/time | The date and time of an outcome based on the triage scale assigned.Format: DDMMYYYYHHMM |

|  |  |  |
| --- | --- | --- |
|  |  | Triage scale |
|  |  |  | A | B | C | D | E | F | G |
|  |  | **Target** | **Immediate** | **Within 2 hours** | **Within 8 hours** | **Within 72 hours** | **Non-urgent mental health response** | **Referral or advice to contact alternative service provider** | **Advice or information only or more information only** |
| **M: Mandatory****C: Conditional****O: OptionalN/A: Not applicable** |   | ***Action*** | ***Triage clinician to notify ambulance, police and/or fire brigade*** | ***CATT or equivalent face-to-face assessmentAND/ORTriage clinician advice to attend a hospital ED******(where CATT cannot attend in timeframe or where the person requires ED assessment/ treatment)*** | ***CATT, continuing care or equivalent******(e.g. CA/CYMHS urgent response) face-to-face assessment within 8hrsANDCATT, continuing care or equivalent telephone follow-up within 1 hour of triage contact*** | ***CATT, continuing care or equivalent******(e.g. CA/CYMHS case manager) face-to-face assessment*** | ***Continuing care or equivalent (e.g. CA/CYMHS case manager) face-to-face assessment*** | ***Triage clinician to provide formal or informal referral to an alternative service provider or advice to attend a particular type of service provider*** | ***Triage clinician to provide consultation, advice and / or brief counselling if required******AND / ORmental health service to collect further information by phone*** |
|  |  | ***Further instruction*** |  |  | ***Report face-to-face action event only*** |  |  |  |  |
| Campus | Str [4] | Campus code  | **M** | **M** | **M** | **M** | **M** | **M** | **M** |
| SLK | Str [14] | Statistical linkage key | **M** | **M** | **M** | **M** | **M** | **O** | **O** |
| Locality | Str [30] | Locality name | **M** | **M** | **M** | **M** | **M** | **M** | **O** |
| Pstcode | Str [4] | Postcode | **M** | **M** | **M** | **M** | **M** | **M** | **O** |
| Client\_MHA | Str [2] | Client MHA | **M** | **M** | **M** | **M** | **M** | **O** | **O** |
| Interpreter | Str [1] | Need for interpreter services | **M** | **M** | **M** | **M** | **M** | **M** | **M** |
| Pref\_Lang | Str [4] | Preferred language | **M** | **M** | **M** | **M** | **M** | **M** | **M** |
| Indig\_Status | Str [1] | Indigenous status | **M** | **M** | **M** | **M** | **M** | **M** | **M** |
| Referral\_Src | Str [2] | Referral source | **M** | **M** | **M** | **M** | **M** | **M** | **M** |
| Triage\_Dt | Str [12]  | Triage date/time | **M** | **M** | **M** | **M** | **M** | **M** | **M** |
| Triage\_Scale | Str [1] | Triage scale | **M** | **M** | **M** | **M** | **M** | **M** | **M** |
| Pgm\_Typ\_Intake | Str [4] | Program type | **M** | **M** | **M** | **M** | **M** | **M** | **M** |
| Svc\_Medium\_Intake | Str [1] | Service medium | **M** | **M** | **M** | **M** | **M** | **M** | **M** |
| Svc\_Location\_Intake | Str [2] | Service location | **M** | **M** | **M** | **M** | **M** | **M** | **M** |
| Svc\_Rcpt\_Intake | Str [3] | Service recipient | **M** | **M** | **M** | **M** | **M** | **M** | **M** |
| Pgm\_Typ\_Response | Str [4] | Program type | N/A | **M** | **M** | **M** | **C** | N/A | N/A |
| Svc\_Medium\_Response | Str [1] | Service medium | N/A | **C** | **M** | **M** | **C** | N/A | N/A |
| Svc\_Location\_Response | Str[2] | Service location | N/A | **C** | **M** | **M** | **C** | N/A | N/A |
| Svc\_Rcpt\_Response | Str[3] | Service recipient | N/A | **C** | **M** | **M** | **C** | N/A | N/A |
| Svc\_Response | Str [2] | Service response | **M** | **M** | **M** | **M** | **C** | **M** | **M** |
| Response\_Dt | Str [12] | Service response date/time | **M** | **M** | **M** | **M** | **O** | **M** | **M** |

# Triage Minimum Data Set - Section 2

## Data definitions and domain values

## 1. Definition of mental health triage

Mental health triage is provided for all potential consumers (or people seeking assistance on behalf of a person thought to have a mental illness) at the first point of contact with mental health services. Triage may also be used for assessment of current and former consumers who make unplanned contact with the mental health service. Triage is a clinical function. The role of the triage clinician is to conduct a preliminary assessment of whether a person is likely to have a mental illness or disorder, and the nature and urgency of the response required. Where it is considered that area mental health services are not the most appropriate option for the person, he/she should be referred to another organisation or given other advice. Where a mental health triage assessment indicates that specialist mental health services are required (or possibly required) a more comprehensive assessment is provided through the intake assessment. The intake assessment may result in referral to another organisation and/or in the person being treated within the specialist mental health service.

## 2. Supporting documentation

Refer to:

* Department of Health (May 2010), Statewide mental health triage scale – Guidelines, State Government of Victoria, Melbourne
* Department of Health (May 2010), Mental health triage scale, State Government of Victoria, Melbourne.

## 3. Data item layout

|  |  |
| --- | --- |
| **Data item name** |  |
| **Definition** | A concise statement that expresses the essential nature of the data item |
| **Representation class** | A discrete representation of information using a specified requirement for the data item |
| **Data type** | An attribute that tells what kind of data that value can have. Data types include the storage classifications like integers, floating point values, strings, characters etc |
| **Format** | The layout of characters for the data item, expressed by a character string representation |
| **Max. Character Length** | The maximum number of characters accommodated by this field |
| **Reported by** | Criteria for reporting item |
| **Code set** | The set of valid values for the data item |
| **Code** | Specified values permissible for entry for the data item |
| **Descriptor** | Definition for the permissible code for entry of the data item |
| **Guide for use** | Additional comments or advice on reporting the data item |
| **Edit/Validation rules** | Specifies when the data item is to be used |
| **Related items** | Other data items that relate to this data item |
| **Purpose** | The main reason/s for the collection of this data item |
| **Principal data users** | Identifies the primary user/s of the data collected |
| **Definition source** | A reference to the source from which the Definition is taken  |
| **Definition source identifier** | Identifies the authority that defined this definition for this data item |
| **Value Domain source** | A reference to the source from which the Value Domain is taken |
| **Value domain identifier** | Identifies the authority that defined the value domain for this data item |

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| Organisation – Campus code |
| **Definition** | The conceptual framework from which a particular group of distinct services are provided. This framework may include a number of physical sites that deliver a range of services from acute admission to continuing care. A campus is a comprehensive mental health service and encompasses all service elements that are necessary to provide a fully integrated mix of services in each region. The campus structure is organisationally the most critical operational level of the hierarchy on the CMI. |
| **Representation class** | Identifier | **Data type** | String |
| **Format** | NNNN | **Max. Character Length** | 4 |
| **Reported by** | Mental Health agencies |
| **Code set** | **Code** | **Descriptor** |
|  |  |
| **Guide for use** | Refer to: *Campus codes* tables: <https://www2.health.vic.gov.au/hospitals-and-health-services/data-reporting/health-data-standards-systems/reference-files> |
| **Purpose** | * present a profile of the mental health services provided to clients by the mental health or non-clinical agency
* identify the service profile of the agency to inform future service requirements and funding considerations
* comply with Victoria’s reporting obligations under the *Australian health care agreement* and *National Minimum Dataset*
 |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | Mandatory for all Triage categories |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |

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| Client – Statistical linkage key |
| **Definition** | The statistical linkage key (SLK) is a variable derived from consumer’s personal demographic data used to link data for statistical and research purposes. |
| **Representation class** | Code | **Data type** | String |
| **Format** | AAAAADDMMYYYYN | **Max. Character Length** | 14 |
| **Permissible values** | Value | Meaning |  |
|  | Characters 1–3 | 2nd, 3rd and 5th letters of family name/surname |
|  | Characters 4–5 | 2nd and 3rd letters of first name/given name |
|  | Characters 6–13 | Date of birth |
|  | Characters 14 | Sex code |
| **Reported by** | Mental Health agencies |
| **Code set** | **Value** | **Descriptor** |
|  | Character 1–3: | Record 2nd, 3rd and 5th letters of **last name (surname/family name)** |
|  | Character 4–5: | Record 2nd and 3rd letters of **first name/given name** |
|  | Character 6–13: | Eight digits for date of birth: DDMMYYYY |
|  | Character 14: | One digit for sex code: enter 1 for male, 2 for female or 9 for not stated. Sex code 3-indeterminate and Sex code 4-intersex invalid for the SLK |
| **Guide for use** | **Characters 1–5*** Do not count hyphens, apostrophes, blank spaces or any other character that may appear in a name that is not a letter of the alphabet.
* Where the name is not long enough to supply all the requested letters, fill the remaining squares with a 2 to indicate that a letter does not exist. This will occur if the first name is fewer than three characters and if the last name is fewer than five characters.
* Where a name or part of a name is missing, substitute a 9 to indicate that the letter is not known.
* Use the consumer’s full and formal name.
 |
| **DHHS common** **data dictionary** | Client-statistical linkage key-AAAAADDMMYYYYN |
| **Purpose** | * present a profile of the mental health services provided to clients by the mental health agency
* identify the service profile of the agency to inform future service requirements and funding considerations
* comply with Victoria’s triage minimum dataset.
 |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | TMD: Triage categories F and G: Optional reporting |
| **Definition source** | METeOR | **Value Domain source** | HACC guidelines statistical linkage key |
| **Definition source identifier** | Based on [349895](https://meteor.aihw.gov.au/content/index.phtml/itemId/349895) Record linkage | **Value domain identifier** | Not applicable |

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| Address – Locality name |
| **Definition** | The full name of the locality contained within the specific address of a consumer, as represented by text. Geographic location (suburb / town / locality) of usual residence of the client (*not* postal address). |
| **Representation class** | Text | **Data type** | String |
| **Format** | A[A(29)] | **Max. Character Length** | 30 |
| **Reported by** | Mental Health agencies |
| **Purpose/context** | * continuity of client care across different area mental health services and service providers by linking client information
* agency management of clients and their associated information.
 |
| **Guide for use** | The Department of Health and Human Services file excludes non-residential postcodes listed in the Australia Post file. Common variations of locality spellings, as used in Melway references and the Australian Bureau of Statistics National Locality Index (Cat. no. 1252), are included in the department file.Refer to: Data element Postcode |
| **Purpose** | * present a profile of the mental health services provided to clients by the mental health or non-clinical agency
* identify the service profile of the agency to inform future service requirements and funding considerations
* comply with Victoria’s reporting obligations under the *Australian health care agreement* and *National Minimum Dataset*
 |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | TMD: Triage category G: Optional reporting |
| **Definition source** | DHHS | **Value Domain source** | CMI/ODS |
| **Definition source identifier** | https://www2.health.vic.gov.au/about/publications/researchandreports/postcode-locality-reference |

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| Address – Postcode |
| **Definition** | The Australian numeric descriptor for a postal delivery area for an address. |
| **Representation class** | Identifier | **Data type** | String |
| **Format** | NNNN | **Max. Character Length** | 4 |
| **Reported by** | Mental Health agencies |
| **Guide for use** | Refer to the Postcode – locality reference available from https://www2.health.vic.gov.au/about/publications/researchandreports/postcode-locality-referenceOther codes for use in this field:* Code 1000: No fixed abode
* Code 8888: Overseas (report the country name in the Locality field.)
* Code 9988: Unknown
 |
| **Purpose** | To enable calculation (with Locality field) of the client’s appropriate statistical local area (SLA), which enables:* analysis of service utilisation and need for services
* identification of consumers living outside Victoria for purposes of cross-border funding
* Notification for patients attending Mental Health Tribunal hearings
 |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | Mandatory for all Triage categories |
| **Definition source** | DHHS | **Value Domain source** | CMI/ODS |
| **Definition source identifier** | https://www2.health.vic.gov.au/about/publications/researchandreports/postcode-locality-reference |

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| Address – Client MHA |
| **Definition** | Mental Health Area (MHA) of origin is determined by the usual residential address of the person (catchment area). Identifying a consumer’s mental health area or catchment area provides the basis for allocating service delivery. |
| **Representation class** | Code | **Data type** | String |
| **Format** | NN | **Max. Character Length** | 2 |
| **Reported by** | Mental Health agencies |
| **Code set** |  | **Code** | **Descriptor** |
|  |  | 07 | Homeless/itinerant |
|  |  | 08 | Non-Victoria |
|  |  | 09 | Unknown |
|  |  | 11 | Barwon |
|  |  | 12 | Glenelg |
|  |  | 21 | Grampians |
|  |  | 31 | Loddon Mallee |
|  |  | 32 | Northern Mallee |
|  |  | 41 | Goulburn Valley |
|  |  | 42 | North East Victoria |
|  |  | 43 | Wodonga |
|  |  | 51 | Gippsland |
|  |  | 61 | Inner West |
|  |  | 62 | North West |
|  |  | 63 | Mid-West |
|  |  | 64 | South West |
|  |  | 71 | Northern |
|  |  | 72 | North East |
|  |  | 81 | Inner Urban East |
|  |  | 82 | Central East |
|  |  | 83 | Outer East |
|  |  | 91 | Inner South East |
|  |  | 92 | Middle South |
|  |  | 93 | Dandenong |
|  |  | 94 | Peninsula |
| **Guide for use** | The mental health area for a consumer is defined by their residential address. This can be determined using the *Find a service* tool on the Victoria’s Mental Health Services website at [www.health.vic.gov.au/mentalhealth/services/index](http://www.health.vic.gov.au/mentalhealth/services/index.htm).Consumers living in residential services would adopt the address of the residential service. Consumers in long-term inpatient settings are recorded as the address of origin, such as family home. If the consumer loses touch with an address of origin, then the address of the inpatient unit is to be used.The calculation of key performance indicators, such as area self-sufficiency, are based on the mental health area at ‘point in time’ of admission. It is recommended that the consumer’s registration is updated prior to admission to accurately reflect the mental health area. |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | TMD: Triage categories F and G: Optional reporting |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |

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| Client – Need for interpreter service |
| **Definition** | Whether an interpreter service is required by or for the consumer. |
| **Representation class** | Code | **Data type** | String |
| **Format** | N | **Max. Character Length** | 1 |
| **Reported by** | Mental Health agencies |
| **Code set** | **Code** | **Descriptor** |
|  | 1 | Interpreter service required |
|  | 2 | Interpreter service not required |
|  | 9 | Not stated / Inadequately described |
| **Guide for use** | 1: Where interpreter services are required. The interpreter service relates to language, including verbal language, non-verbal language and languages other than English. Clients requiring interpreter services for any form of sign language should be coded as ‘interpreter required’2: Where interpreter services are not required.9: When neither yes nor no can be accurately ascertained. |
| **Related items** | Cultural and linguistically diverse (CALD)Client – Indigenous statusClient – Preferred language |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | Mandatory for all Triage categories |
| **Definition source** | Consistent with CCDD V3.0 | **Value Domain source** | Consistent with CCDD V3.0 |
| **Definition source identifier** | 304294 | **Value domain identifier** | Based on [270732](http://meteor.aihw.gov.au/content/index.phtml/itemId/270732) |

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| Client – Preferred language |
| **Definition** | The language (including sign language) most preferred by the person for communication, as represented by a code. This may be a language other than English even where the person can speak fluent English. |
| **Representation class** | Identifier | **Data type** | String |
| **Format** | NNNN | **Max. Character Length** | 4 |
| **Permissible values** |  |
| **Reported by** | Mental Health agencies |
| **Code set specifics** | **Code** | **Descriptor** |
|  | 0002 | Not stated  |
|  | 8000 | Australian Indigenous languages, NFD |
| **Guide for use** | Refer to Preferred Language available on the HDSS website at<https://www2.health.vic.gov.au/hospitals-and-health-services/datareporting/health-data-standards-systems/reference-files>This information must:* Be checked for every admitted patient episode.
* Not be set up to a default code on computer systems.
* Be collected on, or as soon as possible after, admission.

The standard question is:What is [your] [the person’s] preferred language?**Patient is unable to consent (for example baby, child or elderly):**Where a person is not able to consent for themselves (for example baby, child orelderly) then the language of the person who is consenting will be recorded. Forexample a guardian or someone with enduring power of attorney.**0002 Not stated**Includes:* Patients who are not able to respond to this question at any time during their hospital stay.
* Child unaccompanied by an adult, who is too young to identify preferred language in relation to the ability to consent.
* This question on the form was not filled in; or has been correctly filled in and cannot be verified throughout the admission.

**8000 Australian Indigenous languages, NFD**Includes:* All Australian Indigenous languages not shown separately on the code list.
 |
| **Purpose** | * present a profile of the mental health services provided to clients by the mental health agency
* identify the service profile of the agency to inform future service requirements and funding considerations
* comply with Victoria’s reporting obligations under the Australian health care agreement and National Minimum Dataset.
 |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | Mandatory for all Triage categories |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |
| **Definition source identifier** | [304116](https://meteor.aihw.gov.au/content/index.phtml/itemId/304116) METeOR | **Value domain identifier** | [270732](http://meteor.aihw.gov.au/content/index.phtml/itemId/270732) METeOR |

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| Client – Indigenous status |
| **Definition** | Whether a consumer identifies as being of Aboriginal and/or Torres Strait Islander origin |
| **Representation class** | Code | **Data type** | String |
| **Format** | N | **Max. Character Length** | 1 |
| **Reported by** | Mental Health agencies |
| **Code set** | **Code** | **Descriptor** |
|  | 1 | Aboriginal but not Torres Strait Islander origin |
|  | 2 | Torres Strait Islander but not Aboriginal origin |
|  | 3 | Both Aboriginal and Torres Strait Islander origin |
|  | 4 | Neither Aboriginal nor Torres Strait Islander origin |
|  | 7 | Client refused to answer |
|  | 8 | Question unable to be asked |
|  | 9 | Not stated / Inadequately described |
| **Guide for use** |  | Services are encouraged to be familiar with best practice guidelines available here: <https://www.aihw.gov.au/reports/indigenous-australians/national-guidelines-collecting-health-data-sets/contents/table-of-contents> |
|  | 8 | Question unable to be asked. This code should only be used under the following circumstances: * when the patient’s condition prevents the question of indigenous status being asked
* in the case of an unaccompanied child who is too young to be asked their indigenous status.
 |
| **Related items** | Cultural and linguistically diverse (CALD) |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | Mandatory for all Triage categories |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |
| **Definition source identifier** | [291036](https://meteor.aihw.gov.au/content/index.phtml/itemId/291036) METeOR | **Value domain identifier** | [270885](http://meteor.aihw.gov.au/content/index.phtml/itemId/270885) METeOR |

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| Referral – Referral source |
| **Definition** | Referral source is the person or organisation contacting the service about a person who requires Mental Health Triage. |
| **Representation class** | Code | **Data type** | String |
| **Format** | NN | **Max. Character Length** | 2 |
| **Reported by** | Mental Health agencies |
| **Code set** | **Code** | **Descriptor** |
|  | 00 | Not Applicable |
|  | 01 | Client/Self |
|  | 03 | Friend |
|  | 06 | Family |
|  | 11 | General practitioner |
|  | 12 | Private psychiatrist |
|  | 13 | Other health practitioners (private) |
|  | 14 | Psychiatric Disability Support Service |
|  | 15 | Ambulance |
|  | 16 | Police |
|  | 17 | Correctional services |
|  | 18 | Child protection services |
|  | 19 | Community health services |
|  | 20 | Acute health |
|  | 21 | Emergency department |
|  | 22 | Hospital in the home service |
|  | 23 | Outpatients includes from this or other hospital |
|  | 24 | Transfer from other hospital |
|  | 25 | Child and family support |
|  | 26 | Counselling service |
|  | 27 | Crisis service |
|  | 28 | Domestic violence support agency |
|  | 29 | Drug and alcohol service |
|  | 30 | Education service |
|  | 31 | Employment service |
|  | 32 | Financial Service |
|  | 33 | Accommodation service |
|  | 34 | Residential support service |
|  | 35 | Home support service |
|  | 36 | Aged care assessment service |
|  | 37 | Indigenous persons support service |
|  | 38 | Intellectual disability services |
|  | 39 | Migrant resource services |
|  | 40 | Sexual assault service |
|  | 41 | Youth services |
|  | 42 | Juvenile justice |
|  | 43 | Take 2 |
|  | 44 | Employer |
|  | 45 | Other AMHS |
|  | 46 | Telephone information and advice service |
|  | 47 | Child Protection-Out of Home Care |
|  | 50 | Compulsory Notification List |
|  | 51 | Courts |
|  | 52 | Custodial Health Service |
|  | 53 | Court integrated Services Program (CISP) |
|  | 54 | Legal Representative |
|  | 55 | Prison Mental Health Service |
|  | 99 | Unknown |
| **Guide for use** | Where a person or organisation falls into more than one category, select the category that most appropriately reflects their context for the referral. |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | Mandatory for all Triage categories |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |

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| Event – Triage date/time |
| **Definition** | The date and time a triage mental health service clinician assigns the applicable triage scale category. |
| **Representation class** | Identifier | **Data type** | String |
| **Format** | DDMMYYYYHHMM  | **Max. Character Length** | 12 |
| **Reported by** | Mental Health agencies |
| **Guide for use** | Character length must be 12 therefore leading zeros must be included wherenecessary. Example: If the contact was at 9 am on 1 January 2032 this would be displayed as: 010120320900 DO NOT add SS for any date field. |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | Mandatory for all Triage categories |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |
|  |  | **Value domain identifier** | [270566](http://meteor.aihw.gov.au/content/index.phtml/itemId/270566) METeOR |

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| Event – Triage scale |
| **Definition** | This triage classification is to be used in the triage units of mental health services. Patients will be triaged into one of seven categories. The triage category is assigned by an appropriately qualified triage worker. |
| **Representation class** | Code | **Data type** | String |
| **Format** | A | **Max. Character Length** | 1 |
| **Reported by** | Mental Health agencies |
| **Code set** | **Code** | **Descriptor** |
|  | A | Emergency services response |
|  | B | Crisis mental health response |
|  | C | Urgent mental health response |
|  | D | Semi-urgent mental health response |
|  | E | Non-urgent mental health response |
|  | F | Referral or advice to contact alternative service provider |
|  | G | Advice or information only OR more information is needed |
| **Guide for use** | **Code** | **Descriptor** |
|  | A | Emergency services response: Current actions endangering self or othersAction: Immediate referral. Triage clinician to notify ambulance, police and/or fire brigade |
|  | B | Crisis mental health response: Very high risk of imminent harm to self or othersAction: Within 2 hours. CATT or equivalent face-to-face assessment and/or triage clinician advice to attend a hospital emergency department (where CATT cannot attend in timeframe of where the person required ED assessment/treatment) |
|  | C | Urgent mental health response: High risk of harm to self or others and/or high distress, especially in absence of capable supportsAction: 2–12 hours. CATT, continuing care or equivalent face-to-face assessment within 12 hours **and** CATT, continuing care or equivalent telephone follow-up within one hour of triage contact |
|  | D | Semi-urgent mental health response: Moderate risk of harm and/or significant distressAction: 12–48 hours. CATT, continuing care or equivalent face-to-face assessment |
|  | E | Non-urgent mental health response: Low risk of harm in short term or moderate risk with high support/stabilising factorsAction*:* Within 14 days. CATT, continuing care or equivalent face-to-face assessment |
|  | F | Referral or advice to contact alternative service provider: Referral: not requiring face-to-face response from AMHS in this instance.Action: Triage clinician to provide formal or informal referral to an alternative service provider or advice to attend a particular type of service provider |
|  | G | Advice or information only **or** more information needed: Advice or information only/service provider consultation/AMHS requires more informationAction: Triage clinician to provide consultation, advice and/or brief counselling of require **and/or** mental health service to collect further information over telephone |
| **Reporting Guide** | Refer to <https://www2.health.vic.gov.au/mental-health/practice-and-service-quality/service-quality/mental-health-triage-service> for reporting guidelines |
| **Purpose** | * Continuity of client care across different AMHS and service providers by linking client information
* Agency management of clients and their associated information
 |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | Mandatory for all Triage records |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |

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| Stream – Program type |
| **Definition** | A program type that identifies the mental health setting and applicable age-based category relating to the program team providing the service. A subcentre will comprise one or more programs. |
| **Representation class** | Code | **Data type** | String |
| **Format** | AAAN | **Max. Character Length** | 4 |
| **Reported by** | Mental Health agencies |
| **Code set** | **Code** | **Descriptor** |
|  | A22 | Comm, PAPU |
|  | CA1 | Comm, CATT – Child & Adolescent |
|  | CA2 | Comm, CATT – Adult |
|  | CA3 | Comm, CATT – Aged Persons |
|  | CB1 | Community Based Eating Disorder – Child & Youth |
|  | CB2 | Community Based Eating Disorder - Adult |
|  | CB3 | Community Based Eating Disorder – Aged Persons |
|  | CC1 | Comm, CAMHS |
|  | CC2 | Comm, Continuing Care – Adult |
|  | CC3 | Comm, PGAT |
|  | CD1 | Comm, IntakeDuty – Child & Adolescent |
|  | CD2 | Comm, IntakeDuty – Adult |
|  | CD3 | Comm, IntakeDuty – Aged Persons |
|  | CFR1 | Comm, Based Forensic – Child & Adolscent |
|  | CFR2 | Comm, Based Forensic – Adult |
|  | CFR3 | Comm, Based Forensic – Aged |
|  | CG1 | Comm, Triage – Child & Adolescent |
|  | CG2 | Comm, Triage – Adult |
|  | CG3 | Comm, Triage – Aged Persons |
|  | CL1 | Comm, Consultation and Liaison – Child & Adolescent |
|  | CL2 | Comm, Consultation and Liaison – Adult |
|  | CL3 | Comm, Consultation and Liaison – Aged Persons |
|  | CL5 | Comm, MHARS Consultation and Liaison – Adult |
|  | CM1 | Comm, Mobile Intensive – Child & Adolescent |
|  | CM2 | Comm, Mobile Intensive – Adult |
|  | CM3 | Comm, Mobile Intensive– Aged Persons |
|  | CP2 | Comm, Primary Mental Health Team – Adult |
|  | CPE2 | Peri-Natal Emotional Health |
|  | CR1 | Comm, Day Program – Child & Adolescent |
|  | CR2 | Comm, Day Program – Adult |
|  | CR3 | Comm, Day Program - Aged Persons |
|  | CS2 | Comm, Dual Diagnosis – Adult |
|  | CT3 | Comm, Intensive Community Treatment – Aged Persons |
| **Guide for use** | A22 Comm, Psychiatric Assessment & Planning Unit CA1 Comm, CATT – Child & Adolescent: A Crisis and Assessment Treatment Team (CATT) community setting program with a child and adolescent (0-18) focusCA2 Comm, CAT – Adult: A crisis and assessment treatment team (CATT) community setting program with an adult (18-64) focusCA3 Comm, CATT - Aged Persons: A crisis and assessment treatment team (CATT) community setting program with an aged (65+) focusCC1 Comm, CAMHS: A generic child and adolescent community setting programCC2 Comm, Continuing Care – Adult: A continuing care team community setting program with an adult (18-64) focus.CC3 Comm, PGAT: A generic psychogeriatric aged community setting programCD1 Comm, IntakeDuty – Child & Adolescent: An Intake duty team community setting program with a child and adolescent (0-18) focusCD2 Comm, IntakeDuty – Adult: An intake duty team community setting program with an adult (18-64) focusCD3 Comm, IntakeDuty – Aged Persons: An intake duty team community setting program with an aged (65+) focusCFR1 Comm, Based Forensic – A Forensic Community Service with a Child and Adolescent (0-18) focusCFR2 Comm, Based Forensic – A Forensic Community Service with an Adult (16-64) focusCFR3 Comm, Based Forensic – A Forensic Community Service with an Aged (65+) focusCG1 Comm, Triage – Child & Adolescent: A triage community setting program with a child and adolescent (0-18) focusCG2 Comm, Triage – Adult: A triage community setting program with an adult (16-64) focusCG3 Comm, Triage – Aged Persons: A triage community setting program with an aged (65+) focusCL1 Comm, Consultation and Liaison – Child & Adolescnt: A consultation and liaison community setting program with a child and adolescent (0-18) focusCL2 Comm, Consultation and Liaison – Adult: A consultation and liaison community setting program with an adult (16-64) focusCL3 Comm, Consultation and Liaison – Aged Persons: A consultation and liaison community setting program with an aged (65+) focusCL5 Comm, MHARS Consultation and Liaison – Adult: A consultation and liaison community setting program with an adult (16-64) focus for Mental Health Advise and Response Service (MHARS) Clinician use onlyCM1 Comm, Mobile Intensive – Child & Adolescent: A mobile intensive community setting program with a child and adolescent (0-18) focusCM2 Comm, Mobile Intensive – Adult: A mobile intensive community setting program with an adult (16-64) focusCM3 Comm, Mobile Intensive – Aged Persons: A mobile intensive community setting program with an aged (65+) focusCP2 Comm, Primary Mental Health Team – Adult: A primary mental health team community setting program with an adult (16-64) focusCR1 Comm, Day Program – Child & Adolescent: Day community setting program with a child and adolescent (0-18) focusCR2 Comm, Day Program – Adult: Day community setting program with an adult (16-64) focusCR3 Comm, Day Program – Aged Persons: Day community setting program with an aged (65+) focusCS2 Comm, Dual Diagnosis – Adult: A dual diagnosis community setting program with an adult (16-64) focusCT3 Comm, Intensive Community Treatment – Aged Person: An intensive community treatment community setting program with an Aged (65+) focus. |
| **Purpose** | * present a profile of the mental health services provided to clients by the mental health or non-clinical agency
* identify the service profile of the agency to inform future service requirements and funding considerations
* comply with Victoria’s reporting obligations under the *Australian health care agreement* and *National Minimum Dataset*
 |
| **Edit/validation rules** | ***Intake:*** Mandatory for all Triage categories***Response:*** TMD: Triage categories A, F and G: Program type response - not applicableTMD: Triage category E: Conditional reporting (record if Service response date/time **is not null**) |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |

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| Event – Service medium |
| **Definition** | A description of the way in which a contact was made with a client or agency |
| **Representation class** | Code | **Data type** | String |
| **Format** | A | **Max. Character Length** | 1 |
| **Reported by** | Mental Health agencies |
| **Code set** | **Code** | **Descriptor** |
|  | 1 | Direct |
|  | 2 | Telephone |
|  | 3 | Videoconference/Teleconference |
|  | 5 | Other Synchronous |
|  | 6 | Other Asynchronous |
| **Guide for use** | 1 | Direct: A service provided face to face in the same room or other environment as the client or other service recipient. |
|  | 2 | Telephone: A service provided to the client on the telephone or other service recipient. |
|  | 3 | Videoconference/Teleconference: Videoconference or teleconference: A service provided to the client or other service recipient by videoconference or teleconference. |
|  | 5 | Other Synchronous: A medium which enables simultaneous real time live communication between a Health Care Professional and service recipient. e.g. instant online messaging. |
|  | 6 | Other Asynchronous: Any communication medium which does not require the presence of the service recipient and Health Care Professional at the same time. Includes answering machine, email, text messaging, voicemail). |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | **Intake:** Mandatory for all Triage Categories**Response:**TMD: Triage category A: Service medium response – not applicableTMD: Triage category B: Conditional reporting (if Service response = emergency department, Service medium response – not applicable)TMD: Triage category E: Conditional reporting (record if Service response date/time **is not null**)TMD: Triage categories F and G: Service medium response – not applicable |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |

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| Event – Service location |
| **Definition** | Specifies where the service was provided in terms of the location of the clinical worker providing the service. In the case of contacts provided by telephone, this will usually differ from the location of the client at the time the service is received. |
| **Representation class** | Identifier | **Data type** | String |
| **Format** | N[N] | **Max. Character Length** | 2 |
| **Reported by** | Mental Health agencies |
| **Code set** | **Code** | **Descriptor** |
|  | 2 | Community based mental health service |
|  | 3 | Mental health inpatient service |
|  | 4 | Client’s own environment |
|  | 5 | Non-psychiatric health or welfare service |
|  | 7 | Emergency Department |
|  | 8 | Public hospital – excl. MH ward |
|  | 9 | Private psychiatric hospital |
|  | 10 | Private practitioner’s rooms |
|  | 11 | Psych Disability Rehab Service (PDRSS) |
|  | 12 | Community care unit (CCU) |
|  | 13 | Aged persons mental health residential service |
|  | 14 | Generic aged care residential service |
|  | 15 | Alcohol and drug treatment service |
|  | 16 | Prevention and recovery centre (PARC) |
|  | 17 | Early years setting |
|  | 18 | Educational institutions |
|  | 19 | Child first/family services |
|  | 20 | Out of home care |
|  | 21 | Youth specific service setting |
|  | 22 | Housing and/or support agency |
|  | 23 | Police facilities |
|  | 24 | Courts |
|  | 25 | Prison |
|  | 99 | Other |
| **Guide for use** | Use the code set as shown. For codes 2-9, do not add leading zeros |
|  | 2 | Community based mental health service: The contact occurred in the offices or rooms of a community-based mental health service |
|  | 3 | Mental health inpatient service: The contact occurred at an inpatient mental health service. Excludes:* Emergency department (refer 7 Emergency department)
 |
|  | 4 | Client’s own environment: The contact was made in the client’s own environment, which may include their home, usual living environment or workplace. Includes:* supported residential service (adult and aged services)

Excludes:* homeless services
 |
|  | 5 | Non-psychiatric health or welfare service: The contact occurred in an agency other than a public sector mental health service. Includes:* community-managed organisations
* non-government-managed organisations

Excludes:* homeless shelter
* psychiatric disability rehabilitation support service (PDRSS)
* public sector mental health service within a public hospital or health centre
 |
|  | 7 | Emergency department: The contact occurred at a public hospital emergency department. |
|  | 8 | Public Hospital – excl MH ward: The contact occurred at a public hospital. Excludes:* public mental health ward
* emergency department of a public hospital
 |
|  | 9 | Private psychiatric hospital: The contact occurred at a private psychiatric hospital |

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| --- | --- | --- |
|  | 10 | Private practitioner’s rooms: The contact occurred at a private practitioner’s practice. Includes:* general practitioner
* specialist physician
* psychiatrist
* psychologist
 |
|  | 11 | Psych Disability Rehab Service (PDRSS): The contact occurred at a PDRSS |
|  | 12 | Community care unit (CCU): The contact occurred at a CCU |
| 13 | Aged persons mental health residential service: The contact occurred at an aged persons mental health residential service |
| 14 | Generic aged care residential service: The contact occurred at a generic aged persons residential service. Excludes:* mental health aged care residential service
 |
| 15 | Alcohol and drug treatment service: The contact occurred at an alcohol and drug treatment service |
| 16 | Prevention and recovery centre (PARC): The contact occurred at a PARC |
|  | 17 | Early years setting: The contact occurred at an early year setting. Includes:* maternal and child health
* preschool/kindergarten
* early childhood intervention service
 |
| 18 | Educational institutions: The contact occurred at an educational setting. Includes:* primary school
* secondary school
* special school
* tertiary institution (university or TAFE)
 |
| 19 | Child first/family services: The contact occurred at a child and family support service or Child FIRST agency |
| 20 | Out-of-home care: The contact occurred at an ‘out-of-home care’ setting for all age groups. Includes:* foster care
* secure welfare
 |
| 21 | Youth-specific service setting: The contact occurred at a youth-specific program (e.g. headspace) |
|  | 22 | Housing and/or support agency: The contact occurred at a housing or support agency. Includes:* homeless shelter
* refuge
* crisis accommodation
 |
| 23 | Police facilities: The contact occurred at a police station, police vehicle or other police environment (e.g. holding cell) |
| 24 | Courts: The contact occurred in a court setting |
| 25 | Prison: The contact occurred in a prison environment. Excludes mental health inpatient service |
| 99 | Other. Includes:* work / car
* park / gardens (excluding client’s own environment)
* restaurant

Excludes:* locations specified above
 |
| **Purpose** | * Continuity of client care across different AMHS and service providers by linking client information
* Agency management of clients and their associated information
 |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | **Intake:** Mandatory for all Triage Categories**Response:**TMD: Triage category A: Service location response – not applicableTMD: Triage category B: Conditional reporting (if Service response = emergency department, Service medium response – not applicable)TMD: Triage category E: Conditional reporting (record if Service response date/time **is not null**)TMD: Triage categories F and G: Service medium response – not applicable |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |

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| Event – Service recipient |
| **Definition** | The consumer(s) / other persons / service receiving the contact |
| **Representation class** | Code | **Data type** | String |
| **Format** | NNN  | **Max. Character Length** | 3 |
| **Reported by** | Mental Health agencies |
| **Code set** | **Code** | **Descriptor** |
|  | 1 | Client only |
|  | 2 | Client group |
|  | 3 | Client & family |
|  | 4 | Client & others |
|  | 5 | Client & family & others |
|  | 6 | Family only |
|  | 7 | Others |
|  | 8 | Family and others |
|  | 9 | Parent/family/carer group |
|  | 10 | Interagency case planning |
|  | 11 | General practitioner |
|  | 12 | Private psychiatrist |
|  | 13 | Other health practitioners (private) |
|  | 14 | PDSS  |
|  | 15 | Ambulance |
|  | 16 | Police |
|  | 17 | Youth justice |
|  | 18 | Child protection |
|  | 19 | Community health services |
|  | 20 | Acute health |
|  | 21 | Child & family support |
|  | 22 | Counselling |
|  | 23 | Crisis services |
|  | 24 | Domestic violence |
|  | 25 | Drug & alcohol |
|  | 26 | Educational |
|  | 27 | Employment |
|  | 28 | Financial |
|  | 29 | Accommodation |
|  | 30 | Home support services |
|  | 31 | Aged care assessment services |
|  | 32 | Indigenous persons support services |
|  | 33 | Intellectual disability services |
|  | 34 | Migrant resource services |
|  | 35 | Sexual assault services |
|  | 36 | Youth services |
|  | 37 | Legal services |
|  | 38 | Pathology services  |
|  | 101 | Client and Compulsory Notification List |
|  | 102 | Client, Family and Compulsory Notification List |
|  | 103 | Compulsory Notification List |
|  | 104 | Family and Compulsory Notification List |
|  | 105 | Magistrate |
|  | 107 | CCS/Court Assessment & Prosecution Services (CAPS) |
|  | 108 | Koori Court Officer |
|  | 109 | Youth Justice Court Advice Service (YJCAS) |

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| **Guide for use** | Use the code set as shown. For codes 1-9 do not add leading zeros |
|  | 1 | Client only: Service provided to the client alone. |
|  | 2 | Client group: Service provided to the client in the context of a client group activity.Includes:* group program run by mental health program
* day programs at a supported residential service
* group programs at a supported residential service.

Excludes:* family groups
* client and others
 |
|  | 3 | Client & family: Service provided when the client is seen in the company of one or more members of their family. |
|  | 4 | Client & other(s): Service provided to the client in the company of another individual who is not family.Includes:* employer
* friend
* neighbour.

Excludes:* family.
 |
|  | 5 | Client, family & others: Service provided when the client is seen in the company of one or more members of their family together with one or more other significant individuals (such as a friend, employer or neighbour). |
|  | 6 | Family only: Service provided to client family member(s) when the client is not present |
|  | 7 | Others: Service provided when the above codes 1−6 are not able to adequately describe the particular group of service recipients |
|  | 8 | Family & others: Service provided to family and others without the client present |
|  | 9 | Parent/family/carer group: Service provided to the parent/family/carer group without the client present |
|  | 10 | Interagency case planning: Service provided at another agency specifically to coordinate services for a particular client. |
|  | 11 | General practitioner: Service provided to the client’s general practitioner. Excludes:community health centres |
|  | 12 | Private psychiatrist: Service provided to the client’s private psychiatrist. Excludes:* community health centres
* general practitioners
 |
|  | 13 | Other health practitioners (private): Service provided to other private health practitioners. Includes:* allied health professionals.

Excludes:* community health centres
* pathology services (refer to 38)
 |
|  | 14 | PDSS: Service provided to psychiatric disability and rehabilitation support services |
|  | 15 | Ambulance: service provided to ambulance services |
|  | 16 | Police: service provided to police services |
|  | 17 | Youth justice: Service provided to youth justice facilities. Includes:* Office of Correctional Services
* Juvenile Justice
 |
|  | 18 | Child protection: Service provided to the Department of Human Services - Child Protection Unit |
|  | 19 | Community health services: Service provided to a health professional from a community health service |
|  | 20 | Acute health: Service provided to any department within a general hospital excluding mental health services. Excludes: CATT, ECATT (refer to 23. Crisis services) |
|  | 21 | Child & family support: Service provided to child and family support service or child FIRST agencies, such as NE Child FIRST, Anglicare, Good Shepherd or the Copeland Centre |
|  | 22 | Counselling: Service provided to public or private counselling services |
|  | 23 | Crisis services: Service provided to crisis services such as crisis assessment and treatment (CATT) teams and short-term shelters |
|  | 24 | Family/domestic violence: Service provided to family/domestic violence services |
|  | 25 | Drug & alcohol: Service provided to drug and alcohol services |
|  | 26 | Educational: Service provided to educational services such as schools, TAFEs and universities |
|  | 27 | Employment: Service provided to the client’s employer or Centrelink |
|  | 28 | Financial: Service provided to financial services such as the Victorian Civil and Administrative Tribunal |
|  | 29 | Accommodation: Service provided to long-term accommodation services. Examples include lodges, hostels, boarding houses, refuges or crisis accommodation and Special residential service.Refer to Victoria’s mental health service resources for case managers – Meeting consumer needs for housing and accommodation |
|  | 30 | Home support services: Service provided to home support services such as Meals on Wheels, the Royal District Nursing Service (RDNS) and Home Help |
|  | 31 | Aged care assessment services: Service provided to aged care assessment services |
|  | 32 | Indigenous persons support services: Service provided to indigenous persons support services |
|  | 33 | Intellectual disability services: Service provided to intellectual disability services |
|  | 34 | Migrant resource services: Service provided to migrant resource services |
|  | 35 | Sexual assault services: Service provided to sexual assault services |
|  | 36 | Youth services: Service provided to youth services |
|  | 37 | Legal services: Service provided to legal services such as Legal aid and legal representatives (barrister, lawyer, etc) |
|  | 38 | Pathology services: Service provided to pathology services such as *Clopine*. |
|  | 101 | Client and Compulsory Notification List: Client and Compulsory Notification person |
|  | 102 | Client, Family and Compulsory Notification List: Client, Family and Compulsory Notification person |
|  | 103 | Compulsory Notification Compulsory Notification person |
|  | 104 | Family and Compulsory Notification List: Family and Compulsory Notification person |
|  | 105 | Magistrate – A magistrate is a judicial officer who decides if an accused person is guilty or not and what punishment they receive. |
|  | 107 | CCS/Court Assessment & Prosecution Services (CAPS) - A Community Correctional Services (CCS) Court Assessment & Prosecutions Services officer provides specialist advice to the courts on order conditions and prosecutes offenders who breach their orders. |
|  | 108 | Koori Court Officer – A Koori Court Officer provides cultural advice to the Magistrates’ Court and Children’s Court, and assistance to Aboriginal persons before the Koori Court and their families regarding court outcomes and obligations. |
|  | 109 | Youth Justice Court Advice Service (YJCAS) – The Youth Justice Court Advice Service (YJCAS) provides information on the youth justice service and community-based options available to divert young people from progression into the criminal justice system. |
| **Purpose** | * present a profile of the mental health services provided to clients by the mental health agency
* present a profile of the Psychiatric Disability Rehabilitation and Support Services (PDRSS) provided to clients by the mental health agency
* identify the service profile of the agency to inform future service requirements and funding considerations
* comply with Victoria’s reporting obligations under the Australian Health Care Agreement and National Minimum Dataset.
 |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | **Intake:** Mandatory for all Triage Categories**Response:**TMD: Triage category A: Service recipient response – not applicableTMD: Triage category B: Conditional reporting (if Service response = emergency department, Service medium response – not applicable)TMD: Triage category E: Conditional reporting (record if Service response date/time **is not null**)TMD: Triage categories F and G: Service recipient response – not applicable |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |

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| Event – Service Response |
| **Definition** | Service response identifies the outcome from a triage service |
| **Representation class** | Code | **Data type** | String |
| **Format** | NN | **Max. Character Length** | 2 |
| **Reported by** | Mental Health agencies |
| **Code set** | **Code** | **Descriptor** |
|  | 01 | AMHS response |
|  | 11 | General Practitioner |
|  | 12 | Private Psychiatrist |
|  | 13 | Other health practitioners (private) |
|  | 14 | Psychiatric Disability Support Service  |
|  | 15 | Ambulance |
|  | 16 | Police |
|  | 17 | Correctional services |
|  | 18 | Child protection services |
|  | 19 | Community health services |
|  | 20 | Acute health |
|  | 21 | Emergency department |
|  | 22 | Hospital in the home service |
|  | 23 | Outpatients includes from this or other hospital |
|  | 25 | Child and family support |
|  | 26 | Counselling service |
|  | 27 | Crisis service |
|  | 28 | Domestic violence support agency |
|  | 29 | Drug and alcohol service |
|  | 30 | Education service |
|  | 31 | Employment service |
|  | 32 | Financial service |
|  | 33 | Accommodation service |
|  | 34 | Residential support service |
|  | 35 | Home support service |
|  | 36 | Aged care assessment service |
|  | 37 | Indigenous persons support service |
|  | 38 | Intellectual disability service |
|  | 39 | Migrant resource service |
|  | 40 | Sexual Assault service |
|  | 41 | Youth services |
|  | 42 | Juvenile Justice |
|  | 43 | Take 2 |
|  | 44 | Other AMHS |
|  | 45 | Client declines further service |
|  | 46 | Other |
|  | 50 | Compulsory Notification List |
|  | 51 | Prison Based Mental Health Service |
|  | 52 | Custodial Health Service |
|  | 53 | Court Integrated Service Program |
|  | 54 | Legal Representative |
|  | 55 | Courts |
|  | 99 | Unknown |

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| **Guide for use** | **Code** | **Descriptor** |
|  | Where a consumer or organisation falls into more than one category, select the category that most appropriately reflects their context to the potential consumer. |
|  | 01 | AMHS response: Further service provided to a client within the AMHS. Applicable to triage category scales B–E |
|  | 11 | General practitioner: Advice/referral to a general practitioner |
|  | 12 | Private psychiatrist: Advice/referral to a private psychiatrist |
|  | 13 | Other health practitioners (private): Advice/referral to another health private health practitioner |
|  | 14 | Psychiatric disability support service: Advice/referral to a psychiatric disability support service |
|  | 15 | Ambulance: Ambulance service instigated |
|  | 16 | Police: Police service instigated |
|  | 17 | Correctional services: Advice/referral to a correctional service |
|  | 18 | Child protection services: Advice/referral to a Child Protection service |
|  | 19 | Community health services: Advice/referral to a community health service |
|  | 20 | Acute health: Advice/referral to an acute health |
|  | 21 | Emergency department: Advice/referral to attend an emergency department |
|  | 22 | Hospital in the home service: Advice/referral to a Hospital in the Home service |
|  | 23 | Outpatients includes from this or another hospital |
|  | 25 | Child and family support: Advice/referral to a child and family support service |
|  | 26 | Counselling service: Advice/referral to a counselling service |
|  | 27 | Crisis service: Advice/referral to a crisis service |
|  | 28 | Domestic violence support agency: Advice/referral to a domestic violence support agency |
|  | 29 | Drug and alcohol service: Advice/referral to a drug and alcohol service |
|  | 30 | Education service: Advice/information to an education service |
|  | 31 | Employment service: Advice/referral to an Employment service |
|  | 32 | Financial service: Advice/information to a financial service |
|  | 33 | Accommodation service: Advice/referral to an accommodation service |
|  | 34 | Residential support service: Advice / referral to a residential support service |
|  | 35 | Home support service:Advice/referral to a home support service |
|  | 36 | Aged care assessment service: Advice/referral to an aged care assessment service |
|  | 37 | Indigenous persons support service: Advice / referral to an Indigenous person support service |
|  | 38 | Intellectual disability services: Advice / referral to an intellectual disability service |
|  | 39 | Migrant resource service: Advice/referral to a migrant resource service |
|  | 40 | Sexual assault service: Advice/referral to a sexual assault service |
|  | 41 | Youth services: Advice/referral to a youth service |
|  | 42 | Juvenile Justice: Advice/referral to a Youth Justice service |
|  | 43 | Take 2: Advice/referral to a Take Two service |
|  | 44 | Other AMHS: Advice/referral to another AMHS |
|  | 45 | Client declines further service |
|  | 46 | Other: Includes all other information relating to triage category G |
|  | 50 | Compulsory Notification List: Compulsory Notification requirement under Mental Health Act (2014) |
|  | 51 | Prison Based Mental Health Service |
|  | 52 | Custodial Health Service |
|  | 53 | Court Integrated Services Program (CISP) – The Court Integrated Services Program (CISP) aims to reduce the risk of reoffending by assisting people involved in the court system to access support services. |
|  | 54 | Legal Representative – A legal representative provides legal advice and advocacy to persons who may be involved in the justice system. |
|  | 55 | Courts |
|  | 99 | Unknown |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | TMD: Triage category E: Conditional reporting (if Service response date/time is not null). |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |

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| Event – Service response date/time |
| **Definition** | The date and time of the service response based on the triage scale assigned. |
| **Representation class** | Identifier | **Data type** | String |
| **Format** | DDMMYYYYHHMM | **Max. Character Length** | 12 |
| **Reported by** | Mental Health agencies |
| **Code set** | **Code** | **Descriptor** |
|  |  |  |
| **Guide for use** | Character length must be 12 therefore leading zeros must be included wherenecessary. Example: If the contact was at 9 am on 1 January 2032 this would be displayed as: 010120320900Triage categories B–E, the outcome response date and time relates to where has been a face to face (Service medium = direct) with either a CATT or CCT clinician. DO NOT add SS for any date field. |
| **Principal data users** | Mental Health Agencies, Mental Health Branch |
| **Edit/validation rules** | TMD: Triage category E: Optional reporting (record if there was Service response event). |
| **Definition source** | CMI/ODS | **Value Domain source** | CMI/ODS |
|  |  | **Value domain identifier** | [270566](http://meteor.aihw.gov.au/content/index.phtml/itemId/270566) METeOR |