

**PERFORMANCE MONITORING FRAMEWORK**

---

# **DATA FORMAT STANDARD**

## **Provider Lists**

## Provider Lists

### Background

1. HealthPAC is responsible for processing and storing PHO Provider Lists.
2. These lists are provided quarterly (by each PHO) and establish the relationships between Provider, Practice and PHO.

### Purpose

3. This document defines the data format for the Provider List data sent to HealthPAC.

### Effective Date

4. All Provider List data pertaining to July 2004 (due 20 August 2004) and beyond must be submitted to HealthPAC using the format specified in this standard.

### Version Control

5. This standard is a controlled document and all changes will be recorded as follows:
  - Version Number Incremental identification of all changes;
  - Effective Date Provider List data for this date and beyond must conform to the relevant version; and
  - Elements Changed An analysis that clearly identifies those elements of the standard that have been changed.

Version Number	Effective Date	Elements Changed
Draft	1 July 2004	Initial release
1.0	1 July 2004	Release version
1.1	1 July 2004	Ignore lead zeroes on RA numbers
1.2	1 July 2005	Added 'TEST' Indicator
1.3	15 August 2005	Change: Monthly to Quarterly reporting. Impact: ORG Report Date PRA Start/End Date Change: Street/Box Number clarification Impact: AST Definition APO Definition Change: Name Change Impact: <i>Contracted Provider Data Set</i> becomes <i>Practitioner Data Set</i> Change: New Appendix E: Definitions

## File Format

### File Name

6. The file name may be up to 28 characters long, made up of the letters A to Z (in either upper or lower case), the digits 0 to 9 and the underscore “\_”. Spaces are not allowed.
7. The file may have an optional extension of a full stop followed by up to three characters, made up of the same characters as the file name with the exception of underscore.
8. The same filename may not be used for files submitted within a 48-hour period.

### Character Set

9. All characters in the file must be from the set of Printable Characters defined in “Appendix A ASCII Character Set”—with the exception of DEL, which is not allowed at all, and the separators, which may come from the set of Control Characters.

*Note: The ASCII character set is used to identify the 127 allowable characters. Macintosh, Unix, DOS or Windows encoding are all acceptable.*

### Rows

10. The file consists of a series of rows separated by either:
  - ASCII 13 Carriage Return; or
  - ASCII 13 & ASCII 10 Carriage Return & Line Feed.

### Columns

11. Each row consists of a series of columns separated by one of the following:
  - ASCII 9 Horizontal Tab
  - ASCII 44 Comma
  - ASCII 124 Vertical Line (or pipe).

### Delimiter

12. The first of these column separators found will be ‘the Delimiter’ for the remainder of the file—the others will not be effective as separators.
13. If a column contains the Delimiter, it must be surrounded by double quotation marks.

### Data Structure

14. The file contains several data sets, each consisting of two different rows:
  - Column Names Row A mandatory row of column names; and
  - Detail Row One or more rows of columns whose values match the definition in the Column Names Row.
15. Every row begins with a three-character uppercase code that classifies the type of row.

### Data Sets

16. There are four different data sets:
  - Organisation Details of the PHO and the reporting period;
  - Practice Details of a specific Practice;
  - Address Details of the address of the Practice
  - Practitioner Details of a specific Practitioner.

## Organisation Data Set

17. This is a mandatory data set and must come first in the file.
18. The Column Name Row is fixed as at Appendix C1 Organisation Column Names Row.
19. There must be one Detail row:
- Column 1 **Row Type** Always 'ORG'  
*This is a fixed value.*
  - Column 2 **PerOrg ID** Six-digit integer  
*The unique number assigned by PerOrg to the PHO submitting the data.*
  - Column 3 **Organisation Name** Free text field  
*The name by which the DHB knows the PHO.*
  - Column 4 **Contract ID** Six-digit integer  
*The Agreement Number assigned to the PHO.*
  - Column 5 **Report Start Date** YYYYMMDD  
*The start date for the period of the report.  
For quarterly reports, the start of the quarter,  
for monthly, the start of the month, etc.*
  - Column 6 **Report End Date** YYYYMMDD  
*The end date for the period of the report.  
For quarterly reports, the end of the quarter, for  
monthly, the end of the month, etc.*
  - Column 7 **Standard Version Number** Decimal Number  
*The version number of this standard upon which  
the file structure has been based. This must  
properly relate to the structure and format used  
in the file (and associated template) to ensure  
correct processing. The first release value will  
be 1, with subsequent releases 1.1, 1.2 etc.*
  - Column 8 **Software Product** Product Name  
*The software product used to generate the file.*
  - Column 9 **Software Version** Version Number  
*The version of the software product.*
  - Column 10 **Test Indicator** 'TEST' or empty  
*Double check for test data.*
  - Column 11 **Return email address** Email address  
*The email address for feedback on the file.*

## Practice Data Set

20. This is a mandatory data set for each Practice in the PHO.
21. A Practice Data Set must follow immediately after the Organisation Data Set.
22. Each Practice Data Set applies to all data following until the next Practice Data Set.
23. The Column Name Row is fixed as at Appendix C2 Practice Column Names Row.
24. There must be one Detail row:
- Column 1 **Row Type** Always 'PRA'  
*This is a fixed value.*

- Column 2                    **PerOrg ID**                    Six-digit integer  
*The unique number assigned by PerOrg to the Practice associated with the following data.*
- Column 3                    **Practice Name**                Free text field  
*The name by which the PHO knows the Practice.*
- Column 4                    **Practice ID**                    Alphanumeric  
*The unique code by which the PHO recognises the Practice.*
- Column 5                    **Start Date**                    YYYYMMDD  
*The first day of the reporting period for which this Practice was a member of the PHO.*
- Column 6                    **End Date**                    YYYYMMDD  
*The last day of the reporting period for which this Practice was a member of the PHO.*

### Address Data Set

25. This is a mandatory data set for each Practice.
26. An Address Data Set must follow immediately after each Practice Data Set.
27. The Column Name Row is fixed as at Appendix C3 Address Column Name Row.
28. There must be two Detail rows, one type 'AST' and one 'APO':
  - Column 1                    **Row Type**                    'AST' or 'APO'  
*This is a fixed value:  
'AST' for physical address; and  
'APO' for postal address.*
  - Column 2                    **Unit Number**                Integer < 10,000  
*Unit number, if required.*
  - Column 3                    **Unit Alpha**                    Single Alpha  
*Alphabetic unit suffix, if required.*
  - Column 4                    **Building Name**                ≤ 60 characters  
*Name of the building, if required.*
  - Column 5                    **Street/Box Number**            Integer or Free text  
*Mandatory field.  
Please see Valid Addresses below.*
  - Column 6                    **Street Alpha**                    Single Alpha  
*Alphabetic Street Number suffix, if required.*
  - Column 7                    **Street Name**                    ≤ 30 characters  
*The Street Name without Street Type*
  - Column 8                    **Street Type**                    ≤ 16 characters  
*Type of Street as per Appendix B Street Types.  
Full name should be in lower/mixed case;  
Street Type abbreviations in uppercase.*
  - Column 9                    **Street Extension**                ≤ 16 characters  
*The Street extension (eg East, West) if required.*
  - Column 10                    **Suburb**                    ≤ 30 characters  
*Suburb name, if required.*
  - Column 11                    **Town/City**                    ≤ 30 characters  
*Mandatory field.*

**Valid Addresses**

29. All addresses loaded into HealthPAC systems must be viable. Generally this means that physical addresses must resolve to a valid geocode and postal addresses may either be a valid physical address (and subject to the same rules) or an actual PO Box number, Private Bag, Rural Delivery, etc.
30. Specifically, addresses are checked to ensure the Street is actually in the Town/City and/or Suburb and Street Numbers to ensure they are actually in the street concerned.

**Physical Address**

31. To ensure a valid Physical Address, the following are mandatory AST elements:
- Street Name
  - Street Type
  - Town/City
32. Street/Box Number is optional, and if not provided, the number one (1) is assigned temporarily to complete the validation process, but not stored permanently.
33. There are exceptions to these rules (eg ‘Corner Riddiford and Constable Streets’) and such values may also be entered in the Street/Box Number field, but the Street Name and Street Type (as well as Town/City) must still be provided as well.

**Postal Address**

34. To ensure a valid Postal Address, the following are mandatory APO elements:
- Street/Box Number                      Without prefix.
  - Town/City
35. If a number is provided in the Street/Box Number column and the Street Name and Street Type are empty, it will be assumed to be a PO BOX and the only other columns used are:
- Suburb; and
  - Town/City
36. If a number is provided in the Street/Box Number column and the Street Name and Street Type are provided, the Physical Address rules are applied.
37. Where text is provided in the Street/Box Number column (eg ‘Private Bag’, ‘RD 1’, ‘Corner Riddiford and Constable Streets’, or even ‘PO Box 1234’), it will be treated as a Postal Address unless the Street Name and Street Type are provided. If they are provided (they are not mandatory in APO), the Physical Address rules are applied.

**Potential Costs**

38. Some of this validation may need operator intervention to successfully complete the process. At some point those operator costs may be passed on to the originator.

### Practitioner Data Set

39. This is a mandatory data set for each Practice.
40. A Practitioner Data Set must follow immediately after each Address Data Set.
41. The Column Name Row is at Appendix C4 Practitioner Column Names Row.
42. There must be one or more Detail rows:
- |             |   |                   |
|-------------|---|-------------------|
| • Column 1  | <b>Row Type</b><br><i>This is a fixed value.</i>  | Always 'CPV'      |
| • Column 2  | <b>PIN Type</b><br><i>The authority responsible for issuing the PIN. Present values are 'MCNZ' (rather than 'NZMC') and 'NCoNZ', but more to will come.</i>       | Alphanumeric      |
| • Column 3  | <b>Practitioner Identification Number (PIN)</b><br><i>The most recent number assigned by the authority. Normally an integer. Any lead zeroes will be ignored.</i> |                   |
| • Column 4  | <b>Title</b><br><i>Form of address.</i>   | Free text column  |
| • Column 5  | <b>First Name</b>   | Free text column. |
| • Column 6  | <b>Middle Names</b>   | Free text column. |
| • Column 7  | <b>Surname</b>  | Free text column. |
| • Column 8  | <b>Start Date</b><br><i>The date the practitioner contracted to the PHO.</i>  | YYYYMMDD          |
| • Column 9  | <b>End Date</b><br><i>The date the practitioner left the PHO.</i>   | YYYYMMDD          |
| • Column 10 | <b>Locum</b>  | 'Yes' or 'No'.    |
43. The Practitioner Data Set requires all data on Practitioners (as defined in the definitions section of this document) including data on Primary Health Care Nurses.

## Appendix A ASCII Character Set

### Control Characters

Char	Oct	Dec	Hex	Control-Key	Control Action
NUL	0	0	0	^@	Null character
SOH	1	1	1	^A	Start of heading, = console interrupt
STX	2	2	2	^B	Start of text, maintenance mode on HP console
ETX	3	3	3	^C	End of text
EOT	4	4	4	^D	End of transmission, not the same as ETB
ENQ	5	5	5	^E	Enquiry, goes with ACK; old HP flow control
ACK	6	6	6	^F	Acknowledge, clears ENQ logon hand
BEL	7	7	7	^G	Bell, rings the bell...
BS	10	8	8	^H	Backspace, works on HP terminals/computers
HT	11	9	9	^I	Horizontal tab, move to next tab stop
LF	12	10	a	^J	Line Feed
VT	13	11	b	^K	Vertical tab
FF	14	12	c	^L	Form Feed, page eject
CR	15	13	d	^M	Carriage Return
SO	16	14	e	^N	Shift Out, alternate character set
SI	17	15	f	^O	Shift In, resume default character set
DLE	20	16	10	^P	Data link escape
DC1	21	17	11	^Q	XON, with XOFF to pause listings; ":okay to send".
DC2	22	18	12	^R	Device control 2, block-mode flow control
DC3	23	19	13	^S	XOFF, with XON is TERM=18 flow control
DC4	24	20	14	^T	Device control 4
NAK	25	21	15	^U	Negative acknowledge
SYN	26	22	16	^V	Synchronous idle
ETB	27	23	17	^W	End transmission block, not the same as EOT
CAN	30	24	17	^X	Cancel line, MPE echoes!!!
EM	31	25	19	^Y	End of medium, Control-Y interrupt
SUB	32	26	1a	^Z	Substitute
ESC	33	27	1b	^[	Escape, next character is not echoed
FS	34	28	1c	^\	File separator
GS	35	29	1d	^]	Group separator
RS	36	30	1e	^^	Record separator, block-mode terminator
US	37	31	1f	^_	Unit separator

### Printable Characters

Char	Octal	Dec	Hex	Description
SP	40	32	20	Space
!	41	33	21	Exclamation mark
"	42	34	22	Quotation mark (&quot; in HTML)
#	43	35	23	Cross hatch (number sign)
\$	44	36	24	Dollar sign
%	45	37	25	Percent sign
&	46	38	26	Ampersand
`	47	39	27	Closing single quote (apostrophe)
(	50	40	28	Opening parentheses
)	51	41	29	Closing parentheses
*	52	42	2a	Asterisk (star, multiply)
+	53	43	2b	Plus
,	54	44	2c	Comma
-	55	45	2d	Hyphen, dash, minus
.	56	46	2e	Period
/	57	47	2f	Slant (forward slash, divide)
0	60	48	30	Zero
1	61	49	31	One
2	62	50	32	Two
3	63	51	33	Three
4	64	52	34	Four
5	65	53	35	Five
6	66	54	36	Six
7	67	55	37	Seven
8	70	56	38	Eight
9	71	57	39	Nine
:	72	58	3a	Colon
;	73	59	3b	Semicolon
<	74	60	3c	Less than sign (&lt; in HTML)
=	75	61	3d	Equals sign
>	76	62	3e	Greater than sign (&gt; in HTML)
?	77	63	3f	Question mark

Char	Octal	Dec	Hex	Description
@	100	64	40	At-sign
A	101	65	41	Uppercase A
B	102	66	42	Uppercase B
C	103	67	43	Uppercase C
D	104	68	44	Uppercase D
E	105	69	45	Uppercase E
F	106	70	46	Uppercase F
G	107	71	47	Uppercase G
H	110	72	48	Uppercase H
I	111	73	49	Uppercase I
J	112	74	4a	Uppercase J
K	113	75	4b	Uppercase K
L	114	76	4c	Uppercase L
M	115	77	4d	Uppercase M
N	116	78	4e	Uppercase N
O	117	79	4f	Uppercase O
P	120	80	50	Uppercase P
Q	121	81	51	Uppercase Q
R	122	82	52	Uppercase R
S	123	83	53	Uppercase S
T	124	84	54	Uppercase T
U	125	85	55	Uppercase U
V	126	86	56	Uppercase V
W	127	87	57	Uppercase W
X	130	88	58	Uppercase X
Y	131	89	59	Uppercase Y
Z	132	90	5a	Uppercase Z
[	133	91	5b	Opening square bracket
\	134	92	5c	Reverse slant (Backslash)
]	135	93	5d	Closing square bracket
^	136	94	5e	Caret (Circumflex)
_	137	95	5f	Underscore

Char	Octal	Dec	Hex	Description
`	140	96	60	Opening single quote
a	141	97	61	Lowercase a
b	142	98	62	Lowercase b
c	143	99	63	Lowercase c
d	144	100	64	Lowercase d
e	145	101	65	Lowercase e
f	146	102	66	Lowercase f
g	147	103	67	Lowercase g
h	150	104	68	Lowercase h
i	151	105	69	Lowercase i
j	152	106	6a	Lowercase j
k	153	107	6b	Lowercase k
l	154	108	6c	Lowercase l
m	155	109	6d	Lowercase m
n	156	110	6e	Lowercase n
o	157	111	6f	Lowercase o
p	160	112	70	Lowercase p
q	161	113	71	Lowercase q
r	162	114	72	Lowercase r
s	163	115	73	Lowercase s
t	164	116	74	Lowercase t
u	165	117	75	Lowercase u
v	166	118	76	Lowercase v
w	167	119	77	Lowercase w
x	170	120	78	Lowercase x
y	171	121	79	Lowercase y
z	172	122	7a	Lowercase z
{	173	123	7b	Opening curly brace
	174	124	7c	Vertical line
}	175	125	7d	Closing curly brace
~	176	126	7e	Tilde (approximate)
DEL	177	127	7f	Delete (rubout), cross-hatch box

## Appendix B Street Types

<b>AVE</b>	<b>Avenue</b>
<b>BAY</b>	<b>Bay</b>
<b>BLT</b>	<b>Belt</b>
<b>BVD</b>	<b>Boulevard</b>
<b>CLS</b>	<b>Close</b>
<b>CRT</b>	<b>Court</b>
<b>CRE</b>	<b>Crescent</b>
<b>DVE</b>	<b>Drive</b>
<b>ESP</b>	<b>Esplanade</b>
<b>GLD</b>	<b>Glade</b>
<b>GRO</b>	<b>Grove</b>
<b>HGT</b>	<b>Heights</b>
<b>HWY</b>	<b>Highway</b>
<b>HLL</b>	<b>Hill</b>
<b>LNE</b>	<b>Lane</b>
<b>LIN</b>	<b>Line</b>
<b>MA</b>	<b>Mall</b>
<b>MWS</b>	<b>Mews</b>
<b>MW</b>	<b>Motorway</b>
<b>PDE</b>	<b>Parade</b>
<b>PRK</b>	<b>Park</b>
<b>PL</b>	<b>Place</b>
<b>PLZ</b>	<b>Plaza</b>
<b>QY</b>	<b>Quay</b>
<b>RD</b>	<b>Road</b>
<b>ROW</b>	<b>Row</b>
<b>SQ</b>	<b>Square</b>
<b>ST</b>	<b>Street</b>
<b>TCE</b>	<b>Terrace</b>
<b>VW</b>	<b>View</b>
<b>WLK</b>	<b>Walk</b>
<b>WAY</b>	<b>Way</b>

## Appendix C Data Set Column Names

### C1 Organisation Column Names Row

OHD|PERORG\_ID|ORGANISATION\_NAME|CONTRACT\_ID|REPORT\_START\_DATE|REPORT\_END\_DATE|STANDARD|SOFTWARE|VERSION|TEST|EMAIL

### C2 Practice Column Names Row

PHD|PERORG\_ID|PRACTICE\_NAME|PRACTICE\_ID|START\_DATE|END\_DATE

### C3 Address Column Name Row

AHD|UNIT\_NO|UNIT\_ALPHA|BUILDING\_NAME|STREET\_BOX\_NO|STREET\_ALPHA|STREET\_NAME|STREET\_TYPE|STREET\_EXT|SUBURB|TOWN

### C4 Practitioner Column Names Row

CHD|PIN\_TYPE|PIN|TITLE|FIRST\_NAME|MIDDLE\_NAMES|SURNAME|START\_DATE|END\_DATE|LOCUM

## Appendix D Sample Data

OHD,PERORG\_ID,ORGANISATION\_NAME,CONTRACT\_ID,REPORT\_START\_DATE,REPORT\_END\_DATE,STANDARD,SOFTWARE,VERSION,TEST,EMAIL  
 ORG,123456,Sample Not-for-profit PHO,987654,20050401,20050630,1.4,MS ACCESS,2003,,CEO@nfp.co.nz

PHD,PERORG\_ID,PRACTICE\_NAME,PRACTICE\_ID,START\_DATE,END\_DATE  
 PRA,234567,First PHO Practice,PHO0001,20050401,20050630

AHD,UNIT\_NO,UNIT\_ALPHA,BUILDING\_NAME,STREET\_BOX\_NO,STREET\_ALPHA,STREET\_NAME,STREET\_TYPE,STREET\_EXT,SUBURB,TOWN  
 AST,3,A,OneSource House,79,,Taranaki,ST,,,Wellington

APO,,,,,1043,,,,,Wellington

CHD,PIN\_TYPE,PIN,TITLE,FIRST\_NAME,MIDDLE\_NAMES,SURNAME,START\_DATE,END\_DATE,LOCUM  
 CPV,MCNZ,8765,Dr,Joe,Abernathy,Bloggs,20030718,,No

...

CPV,NCoNZ,97234,Miss,Somerville,Prendergast-Popinjay,Smythe,20010514,,No

PHD,PERORG\_ID,PRACTICE\_NAME,PRACTICE\_ID,START\_DATE,END\_DATE  
 PRA,345678,Second PHO Practice,PHO0002,20050401,20050630

AHD,UNIT\_NO,UNIT\_ALPHA,BUILDING\_NAME,STREET\_BOX\_NO,STREET\_ALPHA,STREET\_NAME,STREET\_TYPE,STREET\_EXT,SUBURB,TOWN  
 AST,,,,,23,B,High ,ST,West,Vogelton,Wellington

APO,,,,,2046,,,,,Vogelton,Wellington

CHD,PIN\_TYPE,PIN,TITLE,FIRST\_NAME,MIDDLE\_NAMES,SURNAME,START\_DATE,END\_DATE,LOCUM  
 CPV,MCNZ,5678,Dr,Sarah,Anne-Marie Tabitha,Charleston,20010514,,Yes

...

CPV,MCNZ,4567,Dr,Tom,Anthony James,McGillicuddy,20031026,,No

PHD,PERORG\_ID,PRACTICE\_NAME,PRACTICE\_ID,START\_DATE,END\_DATE  
 PRA,456789,Last PHO Practice,PHO0099,20050401,20050630

AHD,UNIT\_NO,UNIT\_ALPHA,BUILDING\_NAME,STREET\_BOX\_NO,STREET\_ALPHA,STREET\_NAME,STREET\_TYPE,STREET\_EXT,SUBURB,TOWN  
 AST,134,B,West Plaza Hotel,110,,Wakecolumn,ST,,,Wellington

APO,,,,,11648,,,,,Wellington

CHD,PIN\_TYPE,PIN,TITLE,FIRST\_NAME,MIDDLE\_NAMES,SURNAME,START\_DATE,END\_DATE,LOCUM  
 CPV,MCNZ,7654,Dr,Mary,Elizabeth Anne,Mastroianni,20040515,20040612,Yes

...

CPV,NCoNZ,98123,Ms,Suzanne,,Prentice,20031001,,No

OHD	PERORG_ID	ORGANISATION_NAME	CONTRACT_ID	REPORT_START_DATE	REPORT_END_DATE	STANDARD	SOFTWARE	VERSION	TEST	EMAIL
ORG	123456	Sample Not-for-profit PHO	987654	20050401	20050630	1.4	MS ACCESS	2003		<a href="mailto:CEO@nfp.co.nz">CEO@nfp.co.nz</a>
PHD	PERORG_ID	PRACTICE_NAME	PRACTICE_ID	START_DATE	END_DATE					
PRA	234567	First PHO Practice	PHO0001	20050401	20050630					
AHD	UNIT_NO	UNIT_ALPHA	BUILDING_NAME	STREET_BOX_NO	STREET_ALPHA	STREET_NAME	STREET_TYPE	STREET_EXT	SUBURB	TOWN
AST	3	A	OneSource House	79		Taranaki	ST			Wellington
APO				1043						Wellington
CHD	PIN_TYPE	PIN	TITLE	FIRST_NAME	MIDDLE_NAMES	SURNAME	START_DATE	END_DATE	LOCUM	
CPV	MCNZ	8765	Dr	Joe	Abernathy	Bloggs	20030718		No	
...										
CPV	NCoNZ	97234	Miss	Somerville	Prendergast-Popinjay	Smythe	20010514		No	
PHD	PERORG_ID	PRACTICE_NAME	PRACTICE_ID	START_DATE	END_DATE					
PRA	345678	Second PHO Practice	PHO0002	20050401	20050630					
AHD	UNIT_NO	UNIT_ALPHA	BUILDING_NAME	STREET_BOX_NO	STREET_ALPHA	STREET_NAME	STREET_TYPE	STREET_EXT	SUBURB	TOWN
AST				23	B	High	ST	West	Vogeltown	Wellington
APO				2046					Vogeltown	Wellington
CHD	PIN_TYPE	PIN	TITLE	FIRST_NAME	MIDDLE_NAMES	SURNAME	START_DATE	END_DATE	LOCUM	
CPV	MCNZ	5678	Dr	Sarah	Anne-Marie Tabitha	Charleston	20010514		Yes	
...										
CPV	MCNZ	4567	Dr	Tom	Anthony James	McGillicuddy	20031026		No	
PHD	PERORG_ID	PRACTICE_NAME	PRACTICE_ID	START_DATE	END_DATE					
PRA		Last PHO Practice	PHO0099	20050401	20050630					
AHD	UNIT_NO	UNIT_ALPHA	BUILDING_NAME	STREET_BOX_NO	STREET_ALPHA	STREET_NAME	STREET_TYPE	STREET_EXT	SUBURB	TOWN
AST	134	B	West Plaza Hotel	110		Wakecolumn	ST			Wellington
APO	456789			11648						Wellington
CHD	PIN_TYPE	PIN	TITLE	FIRST_NAME	MIDDLE_NAMES	SURNAME	START_DATE	END_DATE	LOCUM	
CPV	MCNZ	7654	Dr	Mary	Elizabeth Anne	Mastroianni	20040515	20040612	Yes	
...										
CPV	NCoNZ	98123	Ms	Suzanne		Prentice	20031001		No	

## Appendix E Definitions

**Practitioner** means a person who has an appropriate professional qualification who is employed or contracted by a PHO (including such a person who is, or is employed by, a **Contracted Provider**) to deliver the **Services**, and who gives personal, primary and continuing care to individuals, family groups, whanau and a practice population, and includes **Medical Practitioner**, **Locum** or **Nurse Practitioner**.

**Medical Practitioner** means a person who is employed, or contracted by a PHO (including such a person who is, or is employed by, a **Contracted Provider**) to deliver the **Services**, who is registered as a medical practitioner under the Medical Practitioners Act 1995 and who holds a current practising certificate.

**Locum** means a **Medical Practitioner** (with a current practising certificate) who provides the **Services** in place of another **Practitioner** during that **Practitioner's** normal working hours. A **Locum** may:

- a) work providing consultation **Services** to the patients of the **Practitioner** during those working hours if the **Practitioner** is performing work other than providing ordinary **Services** to patients or is on temporary leave (for whatever reason);
- b) provide **Services** in place of more than one **Practitioner** during any period of time;
- c) not consult with patients of the **Practitioner** at the same times as the **Practitioner**; and
- d) not be used to extend the normal working hours of the **Practitioner**.

**Nurse Practitioner** means a person who is employed or contracted by a PHO (including such a person who is, or is employed by, a **Contracted Provider**) to deliver the **Services**, who is a registered nurse approved and recognised by the Nursing Council of New Zealand to use the title **Nurse Practitioner**, and who holds a current practising certificate.

**Primary Health Care Nurse** means a registered nurse who is employed or contracted by a PHO (including such a person who is, or is employed by, a **Contracted Provider**) to deliver the **Services** and who gives personal, primary and continuing care to individuals, family groups, whanau communities and populations.

**Services** means the services specified in Part H and Part J of the PHO Agreement.

**First Level Services** means the Services described in clause H.4.3 of the PHO Agreement.

**Contracted Provider** means any health service provider (whether an organisation or individual, including any **Practitioner**, General Practitioner or **Medical Practitioner**) you subcontract to deliver the **Services**, including its employees, agents and subcontractors.