

PERFORMANCE MONITORING FRAMEWORK

DATA FORMAT STANDARD

Service Utilisation

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Service Utilisation

Background

1. HealthPAC is responsible for processing and storing PHO Service Utilisation data.
2. This data must be supplied in a format consistent with the Service Utilisation Template [the “Template”] provided by HealthPAC.
3. However, for reasons of simplicity and brevity the Template is provided in abbreviated form, which means a definition of the actual format expected by HealthPAC is required.

Purpose

4. This document defines the data format for Service Utilisation data sent to HealthPAC.

Effective Date

5. All Service Utilisation data pertaining to April 2004 (due 20 July 2004) and beyond must be submitted to HealthPAC using the format specified in this standard.

Version Control

6. This standard is a controlled document and all changes will be recorded as follows:
 - Version Number Incremental identification of all changes;
 - Effective Date Service Utilisation 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 April 2004	Initial release
Release Candidate	1 April 2004	<ol style="list-style-type: none"> 1. Extended range of delimiters allowed 2. Brief type identifier prefix on every row 3. Provision for separate Practice details
1.0	1 April 2004	<ol style="list-style-type: none"> 1. Added Test Indicator 2. Finalised Practice Details 3. Documented ZIP recommendation 4. Documented email address 5. Addition of selection criteria 6. Inclusion of Level 2 Ethnicity
1.1	1 April 2004	<ol style="list-style-type: none"> 1. Practice Level info now optional 2. Choice defaults to “No” 3. New Practice Count query
1.2	1 April 2004	<ol style="list-style-type: none"> 1. Corrected QDT to QRY in examples
1.3	1 April 2004	<ol style="list-style-type: none"> 1. Remove trailing delimiters from samples
1.4	1 April 2004	<ol style="list-style-type: none"> 1. Clearly define need for all detail rows

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File Format

Submission Format

7. The file will generally be submitted as an email attachment – addressed to the Performance Monitoring Controller at HealthPAC (<mailto:PMC@hpac.govt.nz>).
8. HealthPAC recommend that the file be provided in zipped format.
9. The name of the zipped file is not significant to the process.

File Name

10. 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.
11. 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.
12. The same filename may not be used for files submitted within a 48-hour period.

Character Set

13. 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.

Data Rows

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

Data Columns

15. 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).

Data Delimiter

16. 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.
17. If a column contains the Delimiter, it must be surrounded by double quotation marks.

Data Sets

18. 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.
19. Every row begins with a three-character uppercase code that classifies the type of row.
20. There are four different data sets:
- Organisation Details of the PHO and their contract;
 - Practice Details of a specific practice;
 - Query The specific Query being returned; and
 - Report Detailed Query Response.

Organisation Data Set

21. This is a mandatory data set and must come first in the file.
22. The Column Name Row is fixed as at Appendix C1 Organisation Column Names Row.
23. There must be one Detail row:
- | | | |
|-------------|---------------------------------|---|
| • Column 1 | Row Type | Always 'ORG'
<i>This is a fixed value.</i> |
| • Column 2 | PerOrg ID | Six-digit integer
<i>The unique number assigned by PerOrg to the PHO submitting the data.</i> |
| • Column 3 | Organisation Name | Free text field
<i>The name by which the DHB knows the PHO.</i> |
| • Column 4 | Contract ID | Six-digit integer
<i>The Agreement Number assigned to the PHO.</i> |
| • Column 5 | Template Generation Date | YYYYMMDD
<i>The date the Template used as the basis for the report was initially generated.</i> |
| • Column 6 | Standard Version Number | Decimal Number
<i>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.</i> |
| • Column 7 | Software Product | Product Name
<i>The software product used to generate the file.</i> |
| • Column 8 | Software Version | Version Number
<i>The version of the software product.</i> |
| • Column 9 | Test Indicator | 'TEST' or empty
<i>Double check for test data.</i> |
| • Column 10 | Return email address | Email address
<i>The email address for feedback on the file.</i> |

Practice Data Set

24. This is an optional data set that precedes practice related Query Data Sets.
25. The Column Name Row is fixed as at Appendix C2 Practice Column Names Row.

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26. If this data set is present, there must be one or more Detail rows:
- Column 1 **Row Type** Always 'PRA'
This is a fixed value.
 - Column 2 **PerOrg ID** Six-digit integer
The unique number assigned by PerOrg for the Practice to which the report applies.
 - 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.

27. Each Detail row corresponds to a Practice whose data has been included in the report.

Query Data Set

28. This is a mandatory data set and must immediately precede the report to which it relates.

29. The Column Name Row is fixed as at Appendix C3 Query Column Names Row.

30. There must be one Detail row:

- Column 1 **Row Type** Always 'QRY'
This is a fixed value.
- Column 2 **Service ID** Alphanumeric
The Purchase Unit within the PHO contract to which the following monitoring input applies.
- Column 3 **Query Description** Free text field
The text description of the query exactly as contained in the Template.
- Column 4 **Start Date** YYYYMMDD
The start date of the period of the report.
- Column 5 **End Date** YYYYMMDD
The end date of the period of the report.

Report Data Set

31. This is a mandatory data set and must immediately follow the relevant Query Data Set.

32. The Column Name Row begins as at Appendix C4 Report Column Names Row. The remainder of the row is taken from the Template.

33. There must be one or more Detail rows:

- Column 1 **Row Type** Always 'RLN'
This is a fixed value.
- Column 2 **First Returned Value** As required
- Column 3 **Second Returned Value** As required
- Column 4 **Comment** As required

34. The remaining columns contain the actual selection values. They must reflect those included in the Template, although the order need not be the same.

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Report Types

35. Three types of report are catered for:
- Full PHO One report covering all the practices in the PHO;
 - Partial PHO One report covering most of the practices; and
 - Practice Only One or more reports for individual practices.

Full PHO Report

36. This is the normal report, providing full utilisation details across the PHO.
37. It does not require a Practice Data Set, however, if one is provided and uses the PHO PerOrg ID and name it will not be rejected.

Partial PHO Report

38. Where one or more practices in a PHO cannot provide their utilisation data in either a usable form or a timely manner, the PHO may choose to submit a partial PHO return.
39. The format is unchanged, in that only one report is provided, but a Practice Detail (PRA) row may optionally be provided for each practice included in that report. The PHO Software will need to allow the operator to make a choice on this inclusion, with a default of “No” indicating that Practice Level information is not to be included.

Practice Only Report

40. One or more practices may be reported separately either by circumstance or design.
41. There will be only one Practice Detail (PRA) row for each report in the file.
42. It is possible to provide a Practice Only report for all of the practices in a PHO.
43. Practice Only reports will need prior authorisation, in order that provision can be made for dealing with the data.

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

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Printable Characters

Char	Octal	Dec	Hex	Description
SP	40	32	20	Space
!	41	33	21	Exclamation mark
"	42	34	22	Quotation mark ("e; 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 (< in HTML)
=	75	61	3d	Equals sign
>	76	62	3e	Greater than sign (> 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

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Appendix B Samples

B1 Sample Template

Commas will be used as the Delimiter in all templates, but TAB or Vertical Line (Pipe) characters will be accepted in their place in any input files.

The template includes the Practice Data Set for completeness, even although it does not form part of a Full PHO Report. It uses the relevant PHO values in place of their Practice equivalents.

```
OHD,PERORG_ID,ORGANISATION_NAME,CONTRACT_ID,TEMPLATE_DATE,STANDARD,SOFTWARE,VERSION,TEST,EMAIL
ORG,987654,Sample PHO,123456,20040807,Release Candidate,MS Access,2003,TEST,ceo@pho.co.nz
QHD,SERVICE_ID,QUERY_DESCRIPTION,START_DATE,END_DATE
QRY,PHOA0005, Number of Practices included in the PHO Service Utilisation Report,20040701,20040930
RHD,VALUE,VALUE2,COMMENT
RLN,,,
QHD,SERVICE_ID,QUERY_DESCRIPTION,START_DATE,END_DATE
QRY,PHOA0005,Number of Medical Practitioner consultations ,20040701,20040930
RHD,VALUE,VALUE2,COMMENT,PHOETHNIC,PHOAGE,PHOGENDER,PHOQUIN,PHOCSC,PHOHUHC,PHOCARE
RLN,,,,10,Under 5 yrs,Female,Quintile 0 ,CSC N,HUHC N,CARE N
RLN,,,,11,5 to 14 yrs,Male,Quintile 1,CSC Y,HUHC Y,CARE Y
RLN,,,,12,15 to 24 yrs,,Quintile 2,,
RLN,,,,21,25 to 44 yrs,,Quintile 3,,
RLN,,,,30,45 to 64 yrs,,Quintile 4,,
RLN,,,,31,Over 65 yrs,,Quintile 5,,
RLN,,,,32,,,,,
RLN,,,,33,,,,,
RLN,,,,34,,,,,
RLN,,,,35,,,,,
RLN,,,,36,,,,,
RLN,,,,37,,,,,
RLN,,,,40,,,,,
RLN,,,,41,,,,,
RLN,,,,42,,,,,
RLN,,,,43,,,,,
RLN,,,,44,,,,,
RLN,,,,51,,,,,
RLN,,,,52,,,,,
RLN,,,,53,,,,,
RLN,,,,54,,,,,
RLN,,,,99,,,,,
QHD,SERVICE_ID,QUERY_DESCRIPTION,START_DATE,END_DATE
QRY,PHOA0005,Number of Nursing Consultations,20040701,20040930
RHD,VALUE,VALUE2,COMMENT,PHOETHNIC,PHOAGE,PHOGENDER,PHOQUIN,PHOCSC,PHOHUHC,PHOCARE
RLN,,,,10,Under 5 yrs,Female,Quintile 0 ,CSC N,HUHC N,CARE N
RLN,,,,11,5 to 14 yrs,Male,Quintile 1,CSC Y,HUHC Y,CARE Y
RLN,,,,12,15 to 24 yrs,,Quintile 2,,
RLN,,,,21,25 to 44 yrs,,Quintile 3,,
RLN,,,,30,45 to 64 yrs,,Quintile 4,,
RLN,,,,31,Over 65 yrs,,Quintile 5,,
RLN,,,,32,,,,,
RLN,,,,33,,,,,
RLN,,,,34,,,,,
RLN,,,,35,,,,,
RLN,,,,36,,,,,
RLN,,,,37,,,,,
RLN,,,,40,,,,,
RLN,,,,41,,,,,
RLN,,,,42,,,,,
RLN,,,,43,,,,,
RLN,,,,44,,,,,
RLN,,,,51,,,,,
RLN,,,,52,,,,,
RLN,,,,53,,,,,
RLN,,,,54,,,,,
RLN,,,,99,,,,,
QHD,SERVICE_ID,QUERY_DESCRIPTION,START_DATE,END_DATE
QRY,PHOI0003,Fully vaccinated children in PHO this quarter,20040701,20040930
RHD,VALUE,VALUE2,COMMENT,PHO3ETHN,PHOIMMSAGE
RLN,,,,Maori,Year 1 cohort
RLN,,,,Pacific Island,Year 2 cohort
RLN,,,,Other,Year 5 cohort
```

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Note: Here is the same information, in a more readable form. The highlighted rows are Column Name Rows.

OHD	PERORG_ID	ORGANISATION_NAME	CONTRACT_ID	TEMPLATE_DATE	STANDARD	SOFTWARE	VERSION	TEST	EMAIL	
ORG	987654	Sample PHO	123456	20040807	Release Candidate	MS Access	2003	TEST	ceo@pho.co.nz	
QHD	SERVICE_ID	QUERY_DESCRIPTION	START_DATE	END_DATE						
QRY	PHOA0005	Number of Practices included in the PHO Service Utilisation Report	20040701	20040930						
RHD	VALUE	VALUE2	COMMENT							
RLN										
QHD	SERVICE_ID	QUERY_DESCRIPTION	START_DATE	END_DATE						
QRY	PHOA0005	Number of Medical Practitioner consultations	20040701	20040930						
RHD	VALUE	VALUE2	COMMENT	PHOETHNIC	PHOAGE	PHOGENDER	PHOQUIN	PHOCSC	PHOHUHC	PHOCARE
RLN				10	Under 5 yrs	Female	Quintile 0	CSC N	HUHC N	CARE N
RLN				11	5 to 14 yrs	Male	Quintile 1	CSC Y	HUHC Y	CARE Y
RLN				12	15 to 24 yrs		Quintile 2			
RLN				21	25 to 44 yrs		Quintile 3			
RLN				30	45 to 64 yrs		Quintile 4			
RLN				31	Over 65 yrs		Quintile 5			
RLN				32						
RLN				33						
RLN				34						
RLN				35						
RLN				36						
RLN				37						
RLN				40						
RLN				41						
RLN				42						
RLN				43						
RLN				44						
RLN				51						
RLN				52						
RLN				53						
RLN				54						
RLN				99						

Delete
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QHD	SERVICE_ID	QUERY_DESCRIPTION	START_DATE	END_DATE						
QRY	PHOA0005	Number of Nursing Consultations	20040701	20040930						
RHD	VALUE	VALUE2	COMMENT	PHOETHNIC	PHOAGE	PHOGENDER	PHOQUIN	PHOCSC	PHOHUHC	PHOCARE
RLN				10	Under 5 yrs	Female	Quintile 0	CSC N	HUHC N	CARE N
RLN				11	5 to 14 yrs	Male	Quintile 1	CSC Y	HUHC Y	CARE Y
RLN				12	15 to 24 yrs		Quintile 2			
RLN				21	25 to 44 yrs		Quintile 3			
RLN				30	45 to 64 yrs		Quintile 4			
RLN				31	Over 65 yrs		Quintile 5			
RLN				32						
RLN				33						
RLN				34						
RLN				35						
RLN				36						
RLN				37						
RLN				40						
RLN				41						
RLN				42						
RLN				43						
RLN				44						
RLN				51						
RLN				52						
RLN				53						
RLN				54						
RLN				99						
QHD	SERVICE_ID	QUERY_DESCRIPTION	START_DATE	END_DATE						
QRY	PHOI0003	Fully vaccinated children in PHO this quarter	20040701	20040930						
RHD	VALUE	VALUE2	COMMENT	PHO3ETHN	PHOIMMSAGE					
RLN				Maori	Year 1 cohort					
RLN				Pacific Island	Year 2 cohort					
RLN				Other	Year 5 cohort					

Delete
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B2 Sample Data

OHD,PERORG_ID,ORGANISATION_NAME,CONTRACT_ID,TEMPLATE_DATE,STANDARD,SOFTWARE,VERSION,TEST,EMAIL
 ORG,987654,Sample PHO,123456,20040807,Release Candidate,MS Access,2003,TEST,ceo@pho.co.nz
 QHD,SERVICE_ID,QUERY_DESCRIPTION,START_DATE,END_DATE
 QRY,PHOA0005, Number of Practices included in the PHO Service Utilisation Report,20040701,20040930
 RHD,VALUE,VALUE2,COMMENT
 RLN,17,17,
 QHD,SERVICE_ID,QUERY_DESCRIPTION,START_DATE,END_DATE
 QRY,PHOA0005,Number of Medical Practitioner consultations ,20040701,20040930
 RHD,VALUE,VALUE2,COMMENT,PHOETHNIC,PHOAGE,PHOGENDER,PHOQUIN,PHOCSC,PHOHUHC,PHOCARE
 RLN,17,5,,10,5 to 14 yrs,Female,Qunitile 0,CSC N,HUHC N,CARE N
 RLN,23,27,,10,5 to 14 yrs,Female,Qunitile 0,CSC N,HUHC N,CARE Y
 ...
 RLN,0,13,,10,45 to 64 yrs,Male,Qunitile 5,CSC Y,HUHC Y,CARE N
 RLN,1,6,,10,45 to 64 yrs,Male,Qunitile 5,CSC Y,HUHC Y,CARE Y
 QHD,SERVICE_ID,QUERY_DESCRIPTION,START_DATE,END_DATE
 QRY,PHOA0005,Number of Nursing Consultations,20040701,20040930
 RHD,VALUE,VALUE2,COMMENT,PHOETHNIC,PHOAGE,PHOGENDER,PHOQUIN,PHOCSC,PHOHUHC,PHOCARE
 RLN,2,5,,21,5 to 14 yrs,Female,Qunitile 0,CSC N,HUHC N,CARE N
 RLN,0,27,,21,5 to 14 yrs,Female,Qunitile 0,CSC N,HUHC N,CARE Y
 ...
 RLN,1,17,,30,45 to 64 yrs,Male,Qunitile 5,CSC Y,HUHC Y,CARE N
 RLN,4,8,,30,45 to 64 yrs,Male,Qunitile 5,CSC Y,HUHC Y,CARE Y
 QHD,SERVICE_ID,QUERY_DESCRIPTION,START_DATE,END_DATE
 QRY,PHOI0003,Fully vaccinated children in PHO this quarter,20040701,20040930
 RHD,VALUE,VALUE2,COMMENT,PHO3ETHN,PHOIMMSAGE
 RLN,0,3,,Maori,Year 1 cohort
 RLN,4,15,,Maori,Year 2 cohort

 RLN,10,11,,Other,Year 2 cohort
 RLN,15,17,,Other,Year 5 cohort

Note: *This is a Full PHO report as denoted by the number of Practices included being equal to the total number of Practices.*

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Note: Here is the same information, in a more readable form. The highlighted rows are Column Name Rows.

OHD	PERORG_ID	ORGANISATION_NAME	CONTRACT_ID	TEMPLATE_DATE	STANDARD	SOFTWARE	VERSION	TEST	EMAIL	
ORG	987654	Sample PHO	123456	20040807	Release Candidate	MS Access	2003	TEST	ceo@pho.co.nz	
QHD	SERVICE_ID	QUERY_DESCRIPTION	START_DATE	END_DATE						
QRY	PHOA0005	Number of Practices included in the PHO Service Utilisation Report	20040701	20040930						
RHD	VALUE	VALUE2	COMMENT							
RLN	17	17								
QHD	SERVICE_ID	QUERY_DESCRIPTION	START_DATE	END_DATE						
QRY	PHOA0005	Number of Medical Practitioner consultations	20040701	20040930						
RHD	VALUE	VALUE2	COMMENT	PHOETHNIC	PHOAGE	PHOGENDER	PHOQUIN	PHOCSC	PHOHUHC	PHOCARE
RLN	17	5		10	5 to 14 yrs	Female	Quintile 0	CSC N	HUHC N	CARE N
RLN	23	27		10	5 to 14 yrs	Female	Quintile 0	CSC N	HUHC N	CARE Y
RLN	0	13		10	45 to 64 yrs	Male	Quintile 5	CSC Y	HUHC Y	CARE N
RLN	1	6		10	45 to 64 yrs	Male	Quintile 5	CSC Y	HUHC Y	CARE Y
QHD	SERVICE_ID	QUERY_DESCRIPTION	START_DATE	END_DATE						
QRY	PHOA0005	Number of Nursing Consultations	20040701	20040930						
RHD	VALUE	VALUE2	COMMENT	PHOETHNIC	PHOAGE	PHOGENDER	PHOQUIN	PHOCSC	PHOHUHC	PHOCARE
RLN	2	5		21	5 to 14 yrs	Female	Quintile 0	CSC N	HUHC N	CARE N
RLN	0	27		21	5 to 14 yrs	Female	Quintile 0	CSC N	HUHC N	CARE Y
RLN	1	17		30	45 to 64 yrs	Male	Quintile 5	CSC Y	HUHC Y	CARE N
RLN	4	8		30	45 to 64 yrs	Male	Quintile 5	CSC Y	HUHC Y	CARE Y
QHD	SERVICE_ID	QUERY_DESCRIPTION	START_DATE	END_DATE						
QRY	PHOI0003	Fully vaccinated children in PHO this quarter	20040701	20040930						
RHD	VALUE	VALUE2	COMMENT	PHO3ETHN	PHOIMMSAGE					
RLN	0	3		Maori	Year 1 cohort					
RLN	4	15		Maori	Year 2 cohort					
RLN	10	11		Other	Year 2 cohort					
RLN	15	17		Other	Year 5 cohort					

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Appendix C Data Set Column Names

C1 Organisation Column Names Row

OHD|PERORG_ID|ORGANISATION_NAME|CONTRACT_ID|TEMPLATE_DATE|STANDARD|SOFTWARE|VERSION|TEST|EMAIL

C2 Practice Column Names Row

PHD|PERORG_ID|PRACTICE_NAME|PRACTICE_ID

C3 Query Column Names Row

QHD|SERVICE_ID|QUERY_DESCRIPTION|START_DATE|END_DATE

C4 Report Column Names Row

RHD|VALUE|VALUE2|COMMENT|...

Note: The remaining column names are specific to the contracted service and must be taken from the template.

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Appendix D Selection Criteria Elements

This Data Format Standard establishes a means of providing the necessary data to update the Ministry's Contract Management System (CMS). The relevant components of this system allow monitoring against a contract or a contracted service in a contract.

The mechanism used is the Report Line — where each such Report Line contains sufficient information to precisely define a single item in a report. These Report Lines are generated within CMS (along with calculated Due Date details for each period of the report as a whole) and then matched against the input to ensure reports are both complete and received on time.

D1 Report Line

Each Report Line is made up of the following elements:

- **Contract** The contract number of the contract agreed between the PHO and their DHB;
- **Service** The individual service in that contract to which the report applies;
- **Query** The question the report is seeking to answer;
- **Start Date** The start of the reporting period;
- **End Date** The end of the reporting period;
- **Selection** The subset of the query 'answered' by this row;
- **Value** The actual reported value (eg the number of instances of the query satisfying the Selection);
Note: This answer value is not limited to aggregate integers, it may also be a date, a logical value eg (Yes or No), text (up to 200 characters) or (in a special group) numbers that cannot normally be added together such as FTEs. Each Report Line must be reported as the correct type, and new types can be created.
- **Value2** This is generally the total population available to satisfy the Selection; and
- **Comment** Relevant textual comment, presently limited to 1000 characters.

D2 Template Format

The Template provides the format in which to return this data, as follows:

- | | |
|-------------------------|---|
| • Organisation Data Set | Contract |
| • Query Data Set | Service, Query, Start Date, End Date |
| • Report Data Set | Selection, Value, Value2, Comment |

The optional Practice Data Set allows for the definition of Query and Report Data Sets that relate to one or more practices, rather than the PHO as a whole. However, this reporting is still recorded in CMS against the PHO contract and contracted service.

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Appendix E Reporting Groups

E1 PHOAGE: Age Bands for Service Utilisation

<i>Report Value</i>	<i>Description</i>
Under 5 yrs	Aged under 5 at beginning of period
5 to 14 yrs	Aged 5 to 14 at beginning of period
15 to 24 yrs	Aged 15 to 24 at beginning of period
25 to 44 yrs	Aged 25 to 44 at beginning of period
45 to 64 yrs	Aged 45 to 64 at beginning of period
65 and over	Aged 65 or over at beginning of period

E2 PHOIMMSAGE: Age Bands for Immunisation

<i>Report Value</i>	<i>Description</i>
Year 1 Cohort	Children whose 1 st birthday fell in the year ending on report end date
Year 2 Cohort	Children whose 2 nd birthday fell in the year ending on report end date
Year 5 Cohort	Children whose 5 th birthday fell in the year ending on report end date

E3 PHOCARE: Care Plus Status

<i>Report Value</i>	<i>Description</i>
CARE Y	Care Plus patient at start of period
CARE N	Patient was not Care Plus at start of period

E4 PHOCSC: CSC Status

<i>Report Value</i>	<i>Description</i>
CSC Y	Patient held CSC at start of period
CSC N	Patient did not hold CSC at start of period

E5 PHOHUHC: HUHC Status

<i>Report Value</i>	<i>Description</i>
HUHC Y	Patient held HUHC at start of period
HUHC N	Patient did not hold HUHC at start of period

E6 PHOQUIN: Deprivation Quintile

<i>Report Value</i>	<i>Description</i>
Quintile 0	Not geo-coded
Quintile 1	Decile 1 or 2 (least deprived)
Quintile 2	Decile 3 or 4
Quintile 3	Decile 5 or 6
Quintile 4	Decile 7 or 8
Quintile 5	Decile 9 or 10 (most deprived)

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E7 PHO3ETHN: Ethnicity - 3 Way Split

<i>Report Value</i>	<i>Description</i>
Maori	NZ Maori
Pacific Island	Pacific Island
Other	

E8 PHOETHNIC: Ethnicity – Level 2

<i>Report Value</i>	<i>Description</i>
10	European (Not Further Defined)
11	New Zealand European / Pakeha
12	Other European
21	NZ Maori
30	Pacific Island (Not Further Defined)
31	Samoan
32	Cook Island Maori
33	Tongan
34	Nuiean
35	Tokelauan
36	Fijian
37	Other Pacific Island
40	Asian (Not Further Defined)
41	South East Asian
42	Chinese
43	Indian
44	Other Asian
51	Middle Eastern
52	Latin American / Hispanic
53	African (or cultural group of African origin)
54	Other
99	Not stated

E9 PHOGENDER: Gender

<i>Report Value</i>	<i>Description</i>
Male	Male or Unknown
Female	Female

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Appendix F Service Utilisation

Service: PHOA0005 First Contact Services – Access

Or: PHOE0001 First Contact Services – Interim

F1 Query — Number of Practices included in the Service Utilisation Report

The required response (there is only one row) is:

- VALUE1 Number of Practices included in the report.
- VALUE2 [Population] The total number of Practices in the PHO.
- COMMENT: Unused.

Selection criteria will not apply.

F2 Query — Number of Medical Practitioner Consultations

The following definition of medical consultation was agreed in principle by PSAAP:

Medical Consultation means an actual face to face medical consultation between a General Practitioner and an individual patient in which the General Practitioner provides proper and necessary medical services. The administrative services that follow and / or form part of the face to face consultation are included as part of that single consultation.

For General Practitioners in rural areas who can claim a rural bonus under Schedule F6 of this Agreement, General Medical Services include Medical Consultations made by telephone providing the patient is located 16km or further from the practitioner's place of practice at the time of consultation.

However, the group may re-consider this at a later date, especially with respect to telephone consults.

Responses are required as follows for all combinations of the Selection Criteria:

- VALUE1 Count of consultations (as per the above definition) carried out over the reporting period.
- VALUE2 [Population] The total number of registered or enrolled patients available to the Selection.
- COMMENT: Unused.

The Selection criteria are (in no particular order):

- PHOAGE
- PHOCARE
- PHOCSC
- PHOETHNIC
- PHOGENDER
- PHOHUHC
- PHOQUIN

Note: For simplicity, we are including CSC Status for Access PHOs, so that only one report per PHO per quarter is required regardless of the Access/Interim mix.

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F3 Query — Number of Nursing Consultations

The following definition of medical consultation was agreed in principle by PSAAP (though, as with GP consultations, they may re-consider):

Nursing Consultation means a consultation between a Primary Health Care Nurse and an individual, group or whanau in which the Primary Health Care Nurse provides proper and necessary health services within the Primary Health Care Nurse's scope of practice. The administrative services that follow and / or form part of the Nursing Consultation are included as part of that Nursing Consultation.

The group also agreed to a definition of a primary health care nurse:

Primary Health Care Nurse means a registered nurse who is employed or contracted by you (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, whanau, communities and populations.

Responses are required as follows for all combinations of the Selection Criteria:

- VALUE1 Count of consultations (as per the above definition) carried out over the reporting period.
- VALUE2 [Population] The total number of registered or enrolled patients available to the Selection.
- COMMENT: Unused.

The Selection criteria are (in no particular order):

- PHOAGE
- PHOCARE
- PHOCSC
- PHOETHNIC
- PHOGENDER
- PHOHUHC
- PHOQUIN

Note: *For simplicity, we are including CSC Status for Access PHOs, so that only one report per PHO per quarter is required regardless of the Access/Interim mix.*

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Appendix G Childhood Immunisation Reporting

Service: PHOI0003 Immunisation

Note: All ages for Immunisation are calculated at the END of the reporting period.

G1 Query — Fully Vaccinated Children in PHO this quarter

Year 1 Cohort Children whose 1st birthday fell in the year ending on the report end date and who were fully vaccinated.

Year 2 Cohort Children whose 2nd birthday fell in the year ending on the report end date and who were fully vaccinated.

Year 5 Cohort Children whose 5th birthday fell in the year ending on the report end date and who were fully vaccinated.

Responses are required as follows for all combinations of the Selection Criteria:

- VALUE1 Number of children fulfilling the following definitions during the reporting period.
- VALUE2 [Population] The total number of registered or enrolled children available to the Selection.
- COMMENT: Unused.

The Selection criteria are (in no particular order):

- PHOIMMSAGE
- PHO3ETHN

G2 Reports for PHOs - One, Two and Five Year Assessments

G2.1 Justification

A one-year cohort is used for all assessments. There are two reasons for this. Firstly, for some PHOs quarterly cohorts may be so small that random fluctuations unduly influence rates. Secondly, quarterly reporting of an annual cohort gives providers further opportunities to vaccinate overdue children; if a child is unvaccinated when they are first included in the assessment, there are another three opportunities for them to be vaccinated and included in the assessment.

G2.2 Definitions

- *Assessment Date* The final day of a quarter. Immunisation status and age of the child are assessed at this date.
- *Data Extraction Date* The date the data is extracted from, or the query run on, the register. It will be some time after the *Assessment Date* to allow for immunisation events to be entered into the register.

G2.3 One year assessment

Children Included In Denominator

Children in the annual cohort whose youngest member's first birthday falls on the assessment date. For example, when the *Assessment Date* is December 31st 2003, the cohort will be those children born 1/1/02 to 31/12/02 inclusive.

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Children Included In Numerator

Children who have had the following as valid vaccines:

- Third DtaP
- Third IPV
- Second Hib
- Third HepB (not including any birth dose)

on or before the *Assessment Date*.

Note: The “previous dose assumption” applies. If the child has a third dose of a vaccine recorded, it is assumed it is correct—that the second dose was given.

G2.4 Two year assessment

Payment will be made on this assessment.

Children Included In Denominator

Children in the annual cohort whose youngest member’s second birthday falls on the assessment date. For example, when the *Assessment Date* is December 31st 2003, the cohort will be those children born 1/1/01 to 31/12/01 inclusive.

Children Included In Numerator

Children who have had the following as valid vaccines:

- Fourth DtaP
- Third IPV
- Third Hib
- Third HepB (not including any birth dose)
- First MMR

on or before the *Assessment Date*.

G2.5 Five year assessment

Children Included In Denominator

Children in the annual cohort whose youngest member’s fifth birthday falls on the assessment date. For example, when the *assessment date* is December 31st 2003, the cohort will be those children born 1/1/1998 to 31/12/1998 inclusive.

Children included in numerator

Children who have had the following as valid vaccines:

- Fifth DtaP
- Fourth IPV
- Second MMR

on or before the *Assessment Date*.

G2.6 Table of Annual Cohorts at Quarterly Assessment Dates

Assessment Date	Cohort Begins	Cohort Ends
31 March	1 April	31 March
30 June	1 July	30 June
30 September	1 October	30 September
31 December	1 January	31 December

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