# Patient Activity Data Policy
## Information Compendium

## July 2025

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|---|---|
| **Owner:** | Department of Health, Western Australia |
| **Contact:** | Information and Performance Governance |
| **Approved by:** | Rob Anderson, Assistant Director General, Purchasing and System Performance |
| **Links to:** | Information Management Policy Framework<br>https://ww2.health.wa.gov.au/About-us/Policy-frameworks/Information-Management |

# Contents

# Abbreviations

| ABF | Activity Based Funding |
|---|---|
| ACHI | Australian Classification of Health Interventions |
| AIHW | Australian Institute of Health and Welfare |
| AN-SNAP | Australian National Subacute and Non-acute Patient |
| AOS | AROC Online Services |
| AROC | Australasian Rehabilitation Outcomes Centre |
| BSRS | BedState Reporting System |
| CEO | Chief Executive Officer |
| CSF | Clinical Services Framework |
| COVID-19 | Coronavirus disease 2019 |
| ED | Emergency Department |
| EDDC | Emergency Department Data Collection |
| EDIS | Emergency Department Information System |
| ePalCIS | Electronic Palliative Care Information System |
| ESWLDC | Elective Services Wait List Data Collection |
| GEM | Geriatric Evaluation and Management |
| HIAT | Health Information Audit Team |
| HITH | Hospital In The Home |
| HMDC | Hospital Morbidity Data Collection |
| HMDS | Hospital Morbidity Data System |
| HSPR | Health Service Performance Report |
| IHACPA | Independent Health and Aged Care Pricing Authority |
| IPG | Information and Performance Governance |
| ISPD | Information and System Performance Directorate |
| KPI | Key Performance Indicator |
| MHDC | Mental Health Data Collection |
| MHIS | Mental Health Information System |
| MIND | Mental Health Information Data Collection |
| NADC | Non-Admitted Data Collection |
| NADDC | Non-Admitted Dental Data Collection |
| NEP | National Efficient Price |
| NHRA | National Health Reform Agreement |
| NOCC | National Outcomes and Casemix Collection |
| OBM | Outcome Based Management |
| PSOLIS | Psychiatric Services On-line Information System |
| SANADC | Subacute and Non-acute Data Collection |

| SSCD | State-wide Standardised Clinical Documentation |
|------|------------------------------------------------|
| WA | Western Australia |
| WACCA | WA Clinical Coding Authority |
| webPAS | Web-based Patient Administration System |

# 1. Purpose

The Patient Activity Data Policy Information Compendium is a supporting document in *MP 0164/21 Patient Activity Data Policy*. The purpose of the compendium is to provide context, background information and resources to assist stakeholders comply with the mandated requirements in the Patient Activity Data Policy. The compendium is not mandatory unless the requirement is mandated in the policy.

# 2. Introduction

Patient activity data is a key enabler that facilitates the Department of State functions, as well as System Manager and Health Service Provider functions prescribed in sections 20 and 34 of the *Health Services Act 2016*.

# 3. Policy Drivers

The key policy drivers for the Patient Activity Data Policy are outlined in Figure 1. The legislative framework, as well as the State and National health agreements and agendas, inform the Patient Activity Data Policy.

**Figure 1: Key Policy drivers**

- **Commonwealth Legislation and Agreements**
- **Commonwealth agenda and reporting requirements**
- **Commonwealth Funding**
- **State Legislation**
- **State agenda and reporting requirements**
- **WA Health Strategic Intent**
- **Sustainable Health Review**
- **State Funding**
- **Service Agreements**
- **System Performance Management**
- **Policy Frameworks**
- **Clinical Services Framework**
- **National Safety and Quality Health Service (NSQHS) Standards**
- **Review of Safety and Quality**
- **WA Aboriginal Health and Wellbeing Framework 2015-2030**

**Policy Drivers**

## 3.1 Legislative Framework

A range of legislative requirements govern activity data collected within the WA health system. Although the list below is not exhaustive, key legislation includes:

- *Children and Community Services Act 2004*
- *Commonwealth Privacy Act 1988 (Australian Privacy Principles)*
- *Coroners Act 1996*
- *Corruption, Crime and Misconduct Act 2003*
- *Criminal Code Act Compilation Act 1913*
- *Data Availability and Transparency Act 2022*
- *Electronic Transactions Act 2011*
- *Evidence Act 1906, Acts Amendment (Evidence) Act 2000*
- *Freedom of Information Act 1992*
- *Freedom of Information Regulations 1993*
- *Health (Miscellaneous Provisions) Act 1911*
- *Health and Disability Services (Complaints) Act 1995*
- *Health Services Act 2016* and *Health Services (Information) Regulations 2017*
- *Human Reproductive Technology Act 1991*
- *Medicines and Poisons Act 2014*
- *Mental Health Act 2014*
- *National Health and Medical Research Council Act 1992*
- *Privacy and Responsible Information Sharing Act 2024*
- *Private Hospital and Health Services Act 1927*
- *Public Health Act 2016*
- *State Records Act 2000*

## 3.2 WA Health Strategic Intent

The WA health system's vision is to deliver a safe, high quality, sustainable health system for all Western Australians. This vision is a core policy driver. It is essential that patient activity data is available to support this vision.

## 3.3 Sustainable Health Review

The *Sustainable Health Review* was released in April 2019. The review identifies eight 'Enduring Strategies' to promote the short, medium, and long-term sustainability of the health system in WA.

Access to patient activity data is a key part of many of the recommendations in the review. Key recommendations in the review that require patient activity data include:

- Recommendation 6(b) - Immediate transparent public reporting of patient outcomes and experience.

- Recommendation 11 (a),(b) - Improve timely access to outpatient services through: a) Moving routine, non-urgent and less complex specialist outpatient services out of hospital settings in partnership with primary care; b) Requiring all metropolitan Health Service Providers to progressively provide telehealth consultations for 65 per cent of outpatient services for country patients by July 2022.

- Recommendation 15 - Improve the interface between health, aged care and disability services to enable care in the most appropriate setting and to ensure people do not fall between the gaps.

- Recommendation 16 - Establish a systemwide high value health care partnership with consumers, clinicians and researchers to reduce clinical variation and ensure only treatments with a strong evidence base and value are funded.

- Recommendation 17 - Implement a new funding and commissioning model for the WA health system from July 2021 focused on quality and value for the patient and community, supporting new models of care and joint commissioning.

- Recommendation 21 - Invest in analytical capability and transparent, real-time reporting across the system to ensure timely and targeted information to drive safety and quality, to support decision making for high value healthcare and innovation, and to support patient choice.

## 3.4    State government priorities and desired outcomes

The Outcome Based Management (OBM) Framework is a Department of Treasury mandatory requirement for all State Government agencies.

The OBM Framework describes how outcomes, services and Key Performance Indicators (KPIs) are used to measure WA health system performance. The OBM KPIs measure the effectiveness and efficiency of the services delivered against agreed State Government priorities and desired outcomes. Treasurer's Instruction 903 (Agency Annual Reports) requires Under Treasurer mandated OBM KPIs to be reported in the annual reports.

A full list of OBM KPIs for the WA health system are listed in the OBM Policy Framework. Patient activity data is a key element in a large number of OBM KPIs.

## 3.5    Public Health and pandemic response strategy

Patient activity data is critical to support public health strategy planning and monitoring including the WA health system's response to the COVID-19 pandemic. State and Commonwealth reporting and decision metrics are driven by patient activity data. This data was used to influence key elements of the WA Health COVID-19 Framework for system alert and response to support a proactive and coordinated risk management approach to respond to the changing risks of COVID-19, and transition to a living with COVID-19 context.

## 3.6    Commonwealth Funding

In August 2011, the State and Territory governments and the Commonwealth entered into the National Health Reform Agreement (NHRA). The agreement introduced Activity Based Funding (ABF) based on a National Efficient Price (NEP).

The WA Department of Health provides costing and activity data to the Independent Health and Aged Care Pricing Authority (IHACPA). This informs the models that derive the National Efficient Price and National Weighted Activity Unit, and the Commonwealth's funding to the State.

Patient activity data is provided to the Australian Institute of Health and Welfare (AIHW), which produces national datasets based on jurisdictional data to inform and better support policy and service delivery decisions across Australia.

## 3.7 State Funding

Patient activity data informs the budget process. State funds are allocated to the WA health system via the annual budget process. The Department of Health undertakes the budget setting and allocation process for the WA health system in accordance with the *Health Services Act 2016*, the *Government Financial Responsibility Act 2000*, *Public Sector Management Act 1994* and the *Financial Management Act 2006*.

## 3.8 Service Agreements

The Director General, as the System Manager, enters into an annual Service Agreement with each Health Service Provider as prescribed in the *Health Services Act 2016*. The Service Agreements include:

- funding to be provided, including the way the funding is provided

- health services to be purchased

- teaching, training and research to be purchased in support of the provision of services

- any other matter the Director General considers relevant to the provision of services.

Patient activity data supports the modeling that determines the services purchased by the System Manager.

In addition, the Mental Health Commission (MHC) purchases services for the State from the Health Service Providers, which is governed by a head agreement between the Department of Health and the MHC. Patient activity data supports the service agreements with the MHC.

## 3.9 System Performance Management

The *MP 0111/19 Performance Management Policy* in the Performance Policy Framework is the system performance management component of the Service Agreements.

The Performance Management Policy is based on a performance management cycle and consolidates performance reporting, monitoring, evaluation and management (including interventions and remediations).

The Health Service Performance Report (HSPR) is the performance reporting component of the Performance Management Policy. The performance reports monitor performance on a monthly basis and are provided to each Health Service Provider Chief Executive. The HSPR is also available to all staff within the WA health system via the HSPR Application.

The HSPR provides timely information and analysis to assist in managing system performance. Patient activity data is a key element in several of the performance indicators in the HSPR.

## 3.10 Clinical Services Framework

The *WA Health Clinical Services Framework* (CSF) is the principal, government endorsed clinical service planning document for Western Australia's public health system. The framework describes medium to long-term horizons and the strategic parameters to be

used by individual health services, hospitals and non-hospital service providers. The framework informs and guides individual clinical service/s plans. Patient activity data is a key enabler that supports clinical service planning.

## 3.11   Review of Safety and Quality

Hugo Mascie Taylor's 2017 Review of Safety and Quality highlights the importance of information to ensure the WA health system delivers safe high-quality care. The Safety and Quality Indicator Set has been developed to monitor safety and quality of services provided within the WA health system. Patient activity data are key elements in several indicators in the Safety and Quality Indicator Set.

## 3.12   Aboriginal Health and Wellbeing

The [WA Aboriginal Health and Wellbeing Framework 2015-2030](#) details the key guiding principles, strategic directions and priority areas to improve the health and wellbeing of Aboriginal people in Western Australia. Patient activity data supports the key priority area for data, evidence and research.

## 3.13   Other Policy Drivers

There are many other policy drivers that impact the need for quality patient activity data. These policy drivers include, but are not limited to:

- Election Promises
- Ministerials
- Parliamentary Questions
- Media
- Planning
- Costing Modelling
- Clinical Coding and Classifications
- Activity Modelling

# 4. Patient Activity Data Policy

The mandated requirements of the Patient Activity Data Policy are outlined in a series of business rules, data specifications and data dictionaries.

## 4.1 Business Rules

Patient Activity Data Business Rules are related documents in the Patient Activity Data Policy and must be complied with as part of the requirements of the mandatory policy. The business rules mandate the requirements to correctly count, classify and record patient activity data within the WA health system.

The Patient Activity Data Policy comprises of the following set of business rules:

- Admitted patient activity
- Emergency department patient activity
- Community mental health patient activity
- Non-admitted patient activity

### 4.1.1 Scope of Business Rules

Some patient activity business rules may cross over multiple areas, and are summarised in the table below.

Refer to each set of business rules for more detailed scope inclusion/exclusions.

| Type of Activity / Issue | Patient Activity Data Business Rules | | | |
| --- | --- | --- | --- | --- |
| | Admitted | ED | Community Mental Health | Non-Admitted |
| Admitted activity | ✓ | | | |
| Subacute and Non-acute admitted activity | ✓ | | | |
| Elective services wait list activity | ✓ | | | |
| Mental health activity - admitted | ✓ | | | |
| Mental health activity - community/non-admitted | | | ✓ | |
| Emergency Department activity - admitted | ✓ | | | |
| Emergency Department activity - non-admitted | | ✓ | | |
| Non-admitted activity | | | | ✓ |
| Community-based clinic activity | | | | ✓ |
| Hospital in the Home (HITH) | ✓ | | | ✓ |
| Care provided at home (excluding HITH) | | | | ✓ |
| Outreach services | | | | ✓ |
| Short Stay Units | ✓ | ✓ | | |
| Home births | ✓ | | | ✓ |

## 4.2 Data Collection Data Specifications

Data Collection Data Specifications are related documents in the Patient Activity Data Policy and must be complied with as part of the requirements of the mandatory policy. The data specifications mandate the reporting requirements for WA health entities.

The Patient Activity Data Policy comprises of the following set of data specifications:

- Hospital Morbidity Data Collection Data Specifications
- Elective Services Wait List Data Collection Data Specifications
- Subacute and Non-Acute Data Collection Data Specifications
- Emergency Department Data Collection Data Specifications
- Mental Health Data Collection Data Specifications
- Non-Admitted Data Collection Data Specifications
- Non-Admitted Dental Data Collection Data Specifications

## 4.3    Data Collection Data Dictionaries

Data Collection Data Dictionaries are related documents in the Patient Activity Data Policy and must be complied with as part of the requirements of the mandatory policy. The data dictionaries mandate requirements of the data elements captured in each data collection.

The Patient Activity Data Policy comprises of the following set of data dictionaries:

- Hospital Morbidity Data Collection Data Dictionary
- Elective Services Wait List Data Collection Data Dictionary
- Subacute and Non-Acute Data Collection Data Dictionary
- Emergency Department Data Collection Data Dictionary
- Mental Health Data Collection Data Dictionary
- Non-Admitted Data Collection Data Dictionary

# 5.  Data Collections

The seven Department of Health information assets in scope for the Patient Activity Data Policy are:

- Hospital Morbidity Data Collection (HMDC)
- Elective Services Wait List Data Collection (ESWLDC)
- Subacute and Non-acute Data Collection (SANADC)
- Emergency Department Data Collection (EDDC)
- Mental Health Data Collection (MHDC)
- Non-Admitted Data Collection (NADC)
- Non-Admitted Dental Data Collection (NADDC)

These data collections are managed by the Information and Performance Governance unit (IPG), within the Information and System Performance Directorate (ISPD) of the Purchasing and System Performance Division of the Department of Health Western Australia.

The following sections outline the purpose of each collection, governance and contact information.

## 5.1 Hospital Morbidity Data Collection

### 5.1.1 Overview

The HMDC contains admitted patient data from public acute and psychiatric hospitals, private acute and psychiatric hospitals, and private day surgeries in WA. Established in 1970, it is one of the largest statutory data collections managed by the WA health system, increasing in size and complexity in line with population growth.

The HMDC contains demographic and clinical information of services provided to admitted patients.

### 5.1.2 Governance

The HMDC is classified as a systemwide information asset.

The delegated governance roles for the Hospital Morbidity Data Collection are:

| | |
|---|---|
| HMDC Steward | Assistant Director General, Purchasing and System Performance Division |
| HMDC Custodian | Principal Data Management Officer, IPG |
| HMDC Administrator | Data and Information Systems, ISPD |

### 5.1.3 Contact Information

Queries relating to the HMDC should be forwarded to:

- Data requests & general queries DoH.AdmittedDataCollection@health.wa.gov.au
- Data quality                                hmds.edits@health.wa.gov.au

For queries relating to clinical coding, please refer to Section 0.

### 5.1.4 Data Validations

Data validations for HMDC data are performed by the Quality and Assurance team within the Information and Performance Governance Unit at the Department of Health.

For more information, refer to the Hospital Morbidity Data Collection Data Validation Manual.

## 5.2 Elective Services Wait List Data Collection

### 5.2.1 Overview

The ESWLDC is the central collection of elective services wait list information collected from Western Australian public hospitals and contracted health services. The collection contains information about patients who:

- at a given point in time ("census date") are on the wait list for an elective procedure ("on list")

- have been admitted from the wait list for the waitlisted procedure ("admissions")

- have been removed from the wait list for reasons other than admission for the waitlisted procedure ("removals"), e.g., procedure no longer required

- have had their scheduled admission date deferred, rescheduled, or cancelled post admission (currently applicable to Health Service Providers).

Elective services refer to planned procedure(s) that can be booked in advance as a result of a specialist assessment and referral to the public health system. Elective procedures that are within the scope of the ESWLDC are:

- all elective surgery procedures with a Commonwealth data reporting requirement, as defined by the AIHW.

- non-reportable (to the Commonwealth) procedure groups, which do not meet the above definition of elective surgery, include:
  - gastroscopy
  - colonoscopy
  - hepatobiliary endoscopy
  - endovascular procedures
  - interventional cardiac procedures
  - organ/tissue transplant
  - dental procedures requiring admission.

- all elective 'cosmetic' or 'excluded' procedures performed in the public system for approved medical reasons (see *MP 0169/21 Elective Services Access and Management Policy* for more information)

### 5.2.2 Governance

The ESWLDC is classified as a systemwide information asset.

The delegated governance roles for the ESWLDC are:

| | |
|---|---|
| ESWLDC Steward | Assistant Director General, Purchasing and System Performance |
| ESWLDC Custodian | Principal Data Management Officer, IPG |
| ESWLDC Administrator | Data and Information Systems, ISPD |

### 5.2.3 Contact Information

Queries relating to the ESWLDC should be forwarded to
DoH.ESWLDataCollection@health.wa.gov.au

## 5.3    Subacute and Non-Acute Data Collection

### 5.3.1 Overview

The SANADC facilitates the collection of necessary publicly funded admitted subacute and non-acute information for planning, allocating, and evaluating health services within Western Australia.

The SANADC is a specialised repository of important clinical and non-clinical information about admitted patients receiving the following types of care:

- Rehabilitation
- Geriatric Evaluation and Management (GEM)
- Psychogeriatric Care
- Palliative Care
- Maintenance/Non-acute Care

The repository was established to collect detailed subacute and non-acute care data, specifically related to clinical assessments. This data assists in measuring the quality and efficacy of inpatient subacute and non-acute programs, and plays an integral role in the allocation of an Australian National Subacute and Non-acute Patient (AN-SNAP) classification to individual subacute and non-acute episodes of care.

The SANADC receives data from a variety of clinical information sources. The majority of demographic, admission, discharge and morbidity information is sourced from the Hospital Morbidity Data Collection (HMDC). However, subacute and non-acute specific information needs to be sourced from additional specialised systems.

The following data sources contribute data to this collection:

- Web-based Patient Administration System (webPAS)
- AROC Online Services (AOS)
- Psychiatric Services Online Information System (PSOLIS)
- Palliative Care Information System (ePalCIS)

### 5.3.2  Governance

The SANADC is classified as a systemwide information asset.

The delegated governance roles for the SANADC are:

| | |
|---|---|
| SANADC Steward | Assistant Director General, Purchasing and System Performance |
| SANADC Custodian | Principal Data Management Officer, IPG |
| SANADC Administrator | Data and Information Systems, ISPD |

### 5.3.3  Contact Information

Queries relating to the SANADC should be forwarded to sana.data@health.wa.gov.au.

## 5.4    Emergency Department Data Collection

### 5.4.1  Overview

The EDDC collects patient data relating to services provided in dedicated specialist multidisciplinary units specifically designed and staffed to provide 24-hour emergency care.

The following data sources contribute data to this collection:

- Emergency Department Information System (EDIS)
- Web-based Patient Administration System (webPAS)
- St John of God Midland (webPAS)

### 5.4.2  Governance

The EDDC is classified as a systemwide information asset.

The delegated governance roles for the EDDC are:

| | |
|---|---|
| EDDC Steward | Assistant Director General, Purchasing and System Performance |
| EDDC Custodian | Principal Data Management Officer, IPG |
| EDDC Administrator | Data and Information Systems, ISPD |

### 5.4.3  Contact Information

Queries relating to the EDDC should be forwarded to
DataRequests.EDDC@health.wa.gov.au

### 5.4.4  Data Validations

Data validations for EDDC data are performed by the Quality and Assurance team within the Information and Performance Governance Unit at the Department of Health.

For more information, refer to the Emergency Department Data Collection Data Validation Manual.

## 5.5   Mental Health Data Collection

### 5.5.1  Overview

The MHDC is comprised of the Mental Health Information System and the Mental Health Information Data Collection:

**Mental Health Information System (MHIS)**

MHIS is the former state-wide mental health data collection. Dating from 1966, it is one of the oldest health related data collections in WA and relied on the manual entry of data from predominantly paper-based notifications and forms.

MHIS also included data from the Local Administration Mental Health Information System (LAMHIS) collected in the mid-1990s to early 2003/04.

In 2014 a review of MHIS was undertaken which led to its replacement and a shift in focus from a patient-centric system to an event-based data collection with embedded data quality assurance processes.

**Mental Health Information Data Collection (MIND)**

MIND replaced the MHIS from December 2017.

The primary purpose of MIND is to collect record-level information from the Psychiatric Services Online Information System (PSOLIS) for patients who access public specialised mental health services, including public patients admitted to private hospitals contracted to provide care.

The data collected in MIND is extracted from PSOLIS on a regular basis and provides the minimum data required to support and meet mental health reporting requirements deriving from legislation, national agreements and the policy obligations of the WA health system.

The initial development of MIND included:

- referrals to community mental health (data from 1 January 2005).
- community mental health service events, including community activations and de-activations (data from 1 January 2005).
- National Outcome and Casemix Collection (NOCC) (data from 1 January 2005).
- *Mental Health Act 2014* Legal Forms, excluding seclusion forms 11A-11G (data from 1 July 2016).
- mental health inpatient admissions (data from 1 January 2005).

Ongoing development work of the data collection will see the capture of additional data from PSOLIS into MIND, currently this includes more data relating to:

- community mental health residential services; and
- State-wide Standardised Clinical Documentation (SSCD).

The current scope of MIND is activity collected in PSOLIS by specialised mental health care services. Data relating to this activity is based on service contacts.

The following data sources contribute data to this collection:

- Psychiatric Services Online Information System (PSOLIS)
- Hospital Morbidity Data System (HMDS)
- BedState Reporting System (BSRS)

### 5.5.2 Governance

The MHDC is classified as a systemwide information asset.

The delegated governance roles for the MHDC are:

| | |
|---|---|
| MHDC Steward | Assistant Director General, Purchasing and System Performance |
| MHDC Custodian | Principal Data Management Officer, IPG |
| MHDC Administrator | Data and Information Systems, ISPD |

### 5.5.3 Contact Information

Queries relating to the MHDC should be forwarded to
mentalhealthdata@health.wa.gov.au.

### 5.5.4 Data validations

Data validations for MHDC data are performed by the Quality and Assurance team within the Information and Performance Governance Unit at the Department of Health.

For more information, refer to the Mental Health Information Data Collection Data Validation Manual.

## 5.6  Non-Admitted Data Collection

### 5.6.1  Overview

The NADC holds non-admitted client data (referrals, wait list, activity) from all public hospitals, publicly funded activity at private hospitals and contracted service providers.

The NADC contains information about referrals received, referrals wait listed, and services provided to clients. It also holds the information about clinic profiles.

The following data sources contribute data to this collection:

- Best Practice, Diabetes WA
- Alayacare - Bethesda Hospital
- webPAS COVID, St John of God Midland Hospital
- eMED, Sir Charles Gairdner Hospital
- Genie Obstetrics, Special Medical Assessment Clinic, Joondalup Health Campus
- Genie Antenatal, Trauma/Allied Health, Joondalup Health Campus
- Genie Neurology, Sir Charles Gairdner Hospital
- Meditech, Peel Health Campus
- Meditech Oncology, Joondalup Health Campus
- MOSAIQ, GenesisCare
- MOSAIQ Radiation Oncology, Sir Charles Gairdner Hospital
- OASIS, Sir Charles Gairdner Hospital
- Oral Health Centre of WA, Sir Charles Gairdner Hospital
- SAP, Fresenius Medical Care
- ComCare, Silver Chain
- TurnPoint Care, Neurological Council of WA
- webPAS, WA health system, supported by Health Support Services
- webPAS, St John of God Hospital - Midland, Mt Lawley, Bunbury
- Aria, ICON Radiation Oncology
- DenIm, Dental Health Services
- Procura – Hall & Prior

### 5.6.2  Governance

The NADC is classified as a systemwide information asset.

The delegated governance roles for the NADC are:

| | |
|---|---|
| NADC Steward | Assistant Director General, Purchasing and System Performance |
| NADC Custodian | Principal Data Management Officer, IPG |
| NADC Administrator | Data and Information Systems, ISPD |

### 5.6.3  Contact Information

Queries relating to the NADC should be forwarded to [NADCData@health.wa.gov.au](mailto:NADCData@health.wa.gov.au).

### 5.6.4  Data Validations

Data validations for NADC data are performed by the Quality and Assurance team within

the Information and Performance Governance Unit at the Department of Health. For more information, refer to the [Non-Admitted Data Collection Data Validation Manual](#).

## 5.7    Non-Admitted Dental Data Collection

### 5.7.1  Overview

The NADDC is a collection of patient level information of publicly funded outpatient and community dental services across Western Australia. It has been designed to enable ongoing monitoring and evaluation of dental services and to meet Activity-Based Funding reporting requirements. The collection includes a waitlist dataset and an activity dataset.

The NADDC has been created to meet the endorsed State action from the 2011 Clinical Senate, which reads:

> *WA Health must provide information systems to collect and analyse oral health service data such that the service data is included in the WA Health data collections and is used for oral health service improvement.*

### 5.7.2  Governance

The NADDC is classified as a systemwide information asset.

The delegated governance roles for the NAPDDC are:

| | |
|---|---|
| NADDC Steward | Assistant Director General, Purchasing and System Performance |
| NADDC Custodian | Principal Data Management Officer, IPG |
| NADDC Administrator | Data and Information Systems, ISPD |

### 5.7.3  Contact Information

Queries relating to the NADDC should be forwarded to NADCData@health.wa.gov.au.

# 6. Quality and Assurance

The Quality and Assurance Team oversee the quality and integrity of data that is managed within the WA Department of Health. It is comprised of the following three branches:

- Clinical Classification
- Data Quality
- Health Information Audit

## 6.1 Clinical Coding

The Western Australian Clinical Coding Authority (WACCA) sits within the Clinical Classification branch.

The Western Australian Clinical Coding Authority:

- contributes to governance and consultancy on the reporting and use of state coding data (in the Hospital Morbidity Data Collection) by:
  - providing classification advice via the WA Coding Query Process
    - Email coding queries to coding.query@health.wa.gov.au.
  - developing and publishing WA Coding Rules
  - developing and publishing Clinical Coding Guidelines
  - publishing Hospital Morbidity Data System Clinical Coding Validations in the Hospital Morbidity Data System Data Validation Manual
  - responding to queries about Hospital Morbidity Data System Clinical Coding Validations
    - Email validation queries to DOHCoding.edits@health.wa.gov.au
  - consulting with users during extraction, analysis and reporting of coded data.
    - For consultation email clinical.coding@health.wa.gov.au
- contributes to governance and consultancy on the list of Same-day ACHI Procedure Codes referred to in the Admitted Patient Activity Data Business Rules
  - For consultation email coding.query@health.wa.gov.au

### 6.1.1 Contact Information

Refer to the WA Clinical Coding Authority website for more information.

## 6.2 Data Quality

The Data Quality Team (DQT) works closely with the Data Custodians and Health Service Providers to improve the quality of data housed within the ISPD.

The DQT, pursuant to the section 20(n) of the *Health Services Act 2016*, under the authority of the Director General, is authorised to validate data provided by health service providers.

The Data Quality Role Statement outlines the scope of the quality and assurance processes undertaken by DQT and the principles used when conducting data quality activities.

### 6.2.1 Contact Information

Queries relating to the DQT should be forwarded to [Royalst.DataQuality@health.wa.gov.au](mailto:Royalst.DataQuality@health.wa.gov.au)

## 6.3     Health Information Audit

The Health Information Audit Team (HIAT) is a key component of quality and assurance within the ISPD.

The HIAT oversees the Health Information Audit Program which verifies the quality of patient activity data reported to the Department of Health through objective assurance. Additionally, the HIAT is tasked with developing and maintaining an audit framework and assessing the compliance of WA health entities with information management policies and relevant statutory requirements.

The HIAT is authorised to carry out compliance monitoring activities under the authority of the Director General, pursuant to section 175 of the *Health Services Act 2016*.

The [Health Information Audit Practice Statement](#) provides information on the conduct and activities performed by the HIAT, including the purpose, principles, procedures and objectives of the audit program.

### 6.3.1 Contact information

The HIAT can be contacted via [HealthInformationAudit@health.wa.gov.au](mailto:HealthInformationAudit@health.wa.gov.au).

# 7.  Reference Documents

## 7.1    Reference Code Lists

The reference code lists below outline valid codes accepted for reporting data:

- Establishment Code List
- Clinician Specialty List
- Australian State or Country of Birth List
- Language List
- Overseas Country Name List

## 7.2    Same-day Australian Classification of Health Interventions (ACHI) Procedure Codes

Same-day ACHI procedure codes are available from the WA Clinical Coding Authority website.

## 7.3    Supplementary Information

Additional documentation has been developed to assist in the interpretation of business rules

- Palliative Care Care Type Supplementary Information
- Contracted Care Supplementary Information

# 8. Annual Changes

MP 0164/21 Patient Activity Data Policy is reviewed each year, to ensure that patient activity data:

- reflects any changes to the WA health system's funding and service provisions for the next financial year

- supports the WA health system's state and national reporting obligations

- incorporates feedback from WA health entities to improve the policy documents.

Proposals for changes for the following financial year take effect from 1 July each year. Feedback and proposals should be submitted to the relevant data collection contact, as listed in Section 5.

# 9.  Glossary

The following definition(s) are relevant to this Compendium.

| Term | Definition |
| --- | --- |
| Audit | The independent examination of source data against reported patient activity to assess compliance with mandatory policies in the Information Management Framework. |
| Contracted Health Entity | As per section 6 of the *Health Services Act 2016*, a non-government entity that provides health services under a contract or other agreement entered into with the Department CEO on behalf of the State, a Health Service Provider or the Minister. |
| Custodian | A custodian manages the day-to-day operations of the information asset(s), and implements policy on behalf of the Steward and Sponsor. |
| Data Collection | Refer to Information Asset |
| Data Dictionary | A Data Dictionary provides detailed metadata for the data elements included in the Data Specifications, including definition, field name, format and data type and links to national standards for each data element. |
| Data Specifications | Data Specifications mandate the list of data elements, format and submission schedule for each data collection. |
| Health Service Provider | As per section 6 of the *Health Services Act 2016*, a Health Service Provider established by an order made under section 32(1)(b). |
| Information asset | A collection of information that is recognised as having value for the purpose of enabling the WA health system to perform its clinical and business functions, which include supporting processes, information flows, reporting and analytics. |
| Information Management Policy Framework | The Information Management Policy Framework specifies the information management requirements that all Health Service Providers must comply with in order to ensure effective and consistent management of health, personal and business information across the |

| Term | Definition |
|---|---|
| | WA health system. |
| Patient Activity Data Business Rules | Patient Activity Data Business Rules mandate the rules, scope and criteria to be used when recording health service patient activity data and reporting to the Department of Health, as the System Manager. |
| Sponsor | A Sponsor's role is to execute leadership over allocated information asset(s) functions on behalf of the Steward. |
| Steward | A Steward's role is to implement the strategic direction of information management governance as recommended by the Information Management Governance Advisory Group, and manage the information asset(s) under their control to ensure compliance in line with legislation, policies and standards. |
| System Manager | The term used for the Department CEO to reflect their role as being responsible for the overall management of the WA health system pursuant to section 19 of the Health Services Act 2016. |
| WA health system | The WA health system is comprised of:<br>(i) the Department;<br>(ii) Health Service Providers (North Metropolitan Health Service, South Metropolitan Health Service, Child and Adolescent Health Service, WA Country Health Service, East Metropolitan Health Service, PathWest Laboratory Medicine WA, Quadriplegic Centre and Health Support Services); and<br>(iii) contracted health entities, to the extent they provide health services to the State. |

# Appendix A – Summary of revisions

| Date Released | Author | Approval | Amendment |
|---|---|---|---|
| 1 July 2021 | Jessica George | Rob Anderson, Assistant Director General, Purchasing and System Performance | Document created. |
| 1 July 2022 | Jessica George | Rob Anderson, Assistant Director General, Purchasing and System Performance | Updated dates, references and contact information.<br><br>Added policy driver information relating to Sustainable Health Review and pandemic response.<br><br>Added Section 9 – details regarding annual updates to the Patient Activity Data Policy. |
| 1 July 2023 | Jessica George | Rob Anderson, Assistant Director General, Purchasing and System Performance | Updated dates, references and contact information.<br><br>Addition of the Non-Admitted Dental Data Collection<br><br>Added reference to EDDC Data Validation Manual |
| 1 July 2024 | Jessica George | Rob Anderson, Assistant Director General, Purchasing and System Performance | Updated dates<br><br>Minor amendments to correct errors, amend Non-Admitted Data Collection details. |
| 30 June 2025 | Jessica George | Rob Anderson, Assistant Director General, Purchasing and System Performance | Updated dates<br><br>Revised scope table<br><br>Added Data Validation section to NADC.<br><br>Revision of Quality and Assurance section.<br><br>Removed COVID-19 section |

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