



Government of **Western Australia**
Department of **Health**

Subacute and Non-acute Data Collection

Data Specifications

July 2024

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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 https://ww2.health.wa.gov.au/About-us/Policy-frameworks/Information-Management |

Contents

| | |
|---|----|
| Abbreviations | 1 |
| 1. Purpose | 2 |
| 2. Background | 2 |
| 3. Contact details requirements | 3 |
| 4. Submission of data | 3 |
| 5. Data submission schedule | 3 |
| 6. Data element listing | 3 |
| 7. Data quality and validation correction process | 4 |
| 8. Glossary | 5 |
| 9. References | 6 |
| Appendix A – Contact details form | 7 |
| Appendix B – SANA data file structure | 8 |
| Appendix C – Rehabilitation data elements | 10 |
| Appendix D – GEM data elements | 11 |
| Appendix E – Psychogeriatric data elements | 12 |
| Appendix F – Palliative data elements | 13 |
| Appendix G – Maintenance data elements | 14 |
| Appendix H – Summary of revisions | 15 |

Abbreviations

| | |
|---------|--|
| AN-SNAP | Australian National Subacute and Non-acute Patient |
| AOS | AROC Online Services |
| AROC | Australasian Rehabilitation Outcomes Centre |
| ePaICIS | Electronic Palliative Care Information System |
| FIM | Functional Independence Measure |
| GEM | Geriatric Evaluation and Management |
| HMDS | Hospital Morbidity Data System |
| HoNOS | Health of the Nation Outcome Scales |
| ICT | Information and Communications Technology |
| IHACPA | Independent Health and Aged Care Pricing Authority |
| PAS | Patient Administration System |
| PSOLIS | Psychiatric Services On-line Information System |
| RUG-ADL | Resource Utilisation Groups - Activities of Daily Living |
| SANA | Subacute and Non-acute |
| SANADC | Subacute and Non-acute Data Collection |
| SMMSE | Standardised Mini-Mental State Examination |
| UMRN | Unit Medical Record Number |
| WA | Western Australia |
| webPAS | Web-based Patient Administration System |

1. Purpose

The purpose of the *Subacute and Non-acute Data Collection Data Specifications* is to outline the requirements for Health Service Providers and Contracted Health Entities to report subacute and non-acute patient activity to the Department of Health.

Subacute and Non-acute Data Collection Data Specifications is a Related Document mandated under [MP 0164/21 Patient Activity Data Policy](#).

These data specifications are to be read in conjunction with this policy and other Related Documents and Supporting Information as follows:

- [Admitted Patient Activity Data Business Rules](#)
- [Subacute and Non-acute Data Collection Data Dictionary](#)
- [Patient Activity Data Policy Information Compendium](#).

2. Background

Subacute and non-acute (SANA) patient activity data must be recorded in approved Patient Administration Systems (PAS) in an accurate and timely manner so that the data are available and can be accessed for inclusion into the Subacute and Non-acute Data Collection (SANADC).

The SANADC includes data collected routinely during admitted SANA episodes, but also captures additional clinical information that varies according to the episode care type.

For reliability purposes, all demographic, admission, discharge and morbidity information for SANA episodes are sourced directly from the Hospital Morbidity Data System (HMDS) after they have been through the HMDS data quality cycle.

To enable the coding of SANA episodes to the Australian National Subacute and Non-acute Patient (AN-SNAP) classification, sites are required to submit additional clinical assessment data items for each episode of care. As per the table below, the additional data items required depends on the age of the patient and the care type, with all data items to be collected on admission.

| Care type | FIM™ scores | Impairment code | SMMSE | HoNOS 65+ scores | RUG-ADL scores | Phase(s) of care |
|----------------------------|-------------|-----------------|-------|------------------|----------------|------------------|
| <i>Adult episodes</i> | | | | | | |
| Rehabilitation | ✓ | ✓ | | | | |
| GEM | ✓ | | ✓ * | | | |
| Psychogeriatric | | | | ✓ | | |
| Palliative | | | | | ✓ | ✓ |
| Maintenance | | | | | ✓ | |
| <i>Paediatric episodes</i> | | | | | | |
| Rehabilitation | | ✓ | | | | |
| Palliative | | | | | | ✓ |

* Note: in WA the SMMSE is not always administered for GEM patients. If an SMMSE has been performed, the SMMSE scores should be recorded and submitted.

3. Contact details requirements

Data providers must complete the contact details form (Appendix A) and provide contact details for two people who can be contacted in the event of data submission queries or issues:

- ICT technical contact – for data load/extract issues
- Information management contact – for data queries.

4. Submission of data

Data must be submitted to the SANADC in accordance with the data submission schedule (Section 5) and data element listing (Section 6) outlined below, unless otherwise agreed to with the SANADC Custodian.

Files must be submitted in accordance with the SANA data file structure (Appendix B).

5. Data submission schedule

Data must be made available for the relevant reporting period as per the schedule set below:

| PAS | Reporting Period | Provided to SANADC | Notes |
|---------|------------------|--------------------|-----------------|
| webPAS | Monday - Sunday | Monday, 1am | All care types |
| AOS | Monday - Sunday | Monday, 1am | Rehabilitation |
| PSOLIS | Monday - Sunday | Monday, 1am | Psychogeriatric |
| ePalCIS | Monday - Sunday | Monday, 1am | Palliative |

Data providers that use an alternate information system are required to submit data monthly or on request by the Department in an electronic format that is compliant with these specifications and the [Subacute and Non-acute Data Collection Data Dictionary](#).

6. Data element listing

Data providers must ensure that data is made available as per the specifications in the following appendices:

- Appendix C – Rehabilitation data elements
- Appendix D – GEM data elements
- Appendix E – Psychogeriatric data elements
- Appendix F – Palliative data elements
- Appendix G – Maintenance data elements

7. Data quality and validation correction process

Data providers are responsible for the quality of data provided. The Quality and Assurance Team at the Department of Health undertake data quality validations to ensure that data is compliant with reporting specifications, and the five data quality principles:

- relevance
- accuracy
- timeliness
- coherence
- interpretability.

Data validation and errors will be distributed to the reporting hospital via dashboards, spreadsheets or ad hoc communication.

It is the responsibility of health care providers, administrative, clinical coding and clerical staff to complete and correct data validations within required timeframes, as communicated by the Department of Health.

Examples of data quality validations may include, but are not limited to the following:

- patient demographics
- reporting of blank or incorrect values
- availability of sufficient information to enable reporting to the Independent Health and Aged Care Pricing Authority (IHACPA).

8. Glossary

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

| Term | Definition |
|--------------------------------------|--|
| Contracted Health Entity | As per section 6 of the <i>Health Services Act 2016</i> , a non-government entity that provides health services under a contract or other agreement entered into with the Department Chief Executive Officer 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 Specifications | Data Specifications mandate the list of data elements, format and submission schedule for each information asset. |
| Health Service Provider | As per section 6 of the <i>Health Services Act 2016</i> , a Health Service Provider established by an order made under section 32(1)(b) |
| 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. |
| WA health system | The WA health system is comprised of: <ul style="list-style-type: none"> (i) the Department; (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 (iii) contracted health entities, to the extent they provide health services to the State. |

9. References

These data specifications should be read in conjunction with the information linked below:

[Subacute and Non-acute Care](#)

[Australian National Subacute and Non-acute Patient Classification Version 5.0](#)

[IHACPA Data Set Specifications](#)

Appendix A – Contact details form



Government of **Western Australia**
Department of **Health**

Subacute and Non-acute Data Collection Data Provider Contact Details Form

The purpose of this form is to collect contact information for persons providing data to the Subacute and Non-acute Data Collection.

Name of Data Provider or Feeder System Click or tap here to enter text.

Date Click or tap here to enter text.

ICT Technical Contact

Please provide details for the person to contact regarding technical queries (e.g. data loading, extract issues)

Name Click or tap here to enter text.

Position Click or tap here to enter text.

Organisation Click or tap here to enter text.

Email Click or tap here to enter text.

Phone Click or tap here to enter text.

Information Management Contact

Please provide contact details for the person to contact regarding data queries (e.g. queries relating to data interpretation)

Name Click or tap here to enter text.

Position Click or tap here to enter text.

Organisation Click or tap here to enter text.

Email Click or tap here to enter text.

Phone Click or tap here to enter text.

Please submit this form to sana.data@health.wa.gov.au

Appendix B – SANA data file structure

Subacute care in this data file is identified as admitted episodes in rehabilitation care, geriatric evaluation and management care, psychogeriatric care and palliative care.

Non-acute care in this data file is identified as admitted episodes in maintenance care.

The submission file is to be provided in .csv format.

Data included in Item 1 to Item 18 below is dependent on the care type of the episode being reported. These data items contain the scores of the clinical assessment tool being used. The data items used, by assessment measure, are as follows:

- FIM™ Score: Item 1 to Item 18 (excluding Item 8a)
- HoNOS 65+ Score: Item 1 to Item 12 (including Item 8a)
- RUG-ADL Score: Item 1 to Item 4

Data items for the palliative care type are reported for each phase of care in a palliative care episode.

A maximum of eleven phases of care changes within a palliative care episode may be reported, with the last phase being the phase at the end of the episode.

| Position | Data Element | Data Type | Format | Length | Requirement |
|----------|--------------------|-----------|----------|--------|-------------|
| 1 | Account Number | String | X[X(11)] | 12 | Mandatory |
| 2 | UMRN | String | X[X(9)] | 10 | Mandatory |
| 3 | Admission Date | Date | DDMMYYYY | 8 | Mandatory |
| 4 | Separation Date | Date | DDMMYYYY | 8 | Mandatory |
| 5 | Establishment Code | Numeric | N(4) | 4 | Mandatory |
| 6 | Care Type | Numeric | NN | 2 | Mandatory |
| 7 | Assessment Date | Date | DDMMYYYY | 8 | Mandatory |
| 8 | Assessment Only | Numeric | N | 1 | Mandatory |
| 9 | Impairment Code | Numeric | NN.NNNN | 7 | Conditional |
| 10 | Item 1 | Numeric | N | 1 | Conditional |
| 11 | Item 2 | Numeric | N | 1 | Conditional |
| 12 | Item 3 | Numeric | N | 1 | Conditional |
| 13 | Item 4 | Numeric | N | 1 | Conditional |
| 14 | Item 5 | Numeric | N | 1 | Conditional |
| 15 | Item 6 | Numeric | N | 1 | Conditional |
| 16 | Item 7 | Numeric | N | 1 | Conditional |
| 17 | Item 8 | Numeric | N | 1 | Conditional |
| 18 | Item 8a | String | A | 1 | Conditional |

| Position | Data Element | Data Type | Format | Length | Requirement |
|----------|--------------------------|-----------|----------|--------|-------------|
| 19 | Item 9 | Numeric | N | 1 | Conditional |
| 20 | Item 10 | Numeric | N | 1 | Conditional |
| 21 | Item 11 | Numeric | N | 1 | Conditional |
| 22 | Item 12 | Numeric | N | 1 | Conditional |
| 23 | Item 13 | Numeric | N | 1 | Conditional |
| 24 | Item 14 | Numeric | N | 1 | Conditional |
| 25 | Item 15 | Numeric | N | 1 | Conditional |
| 26 | Item 16 | Numeric | N | 1 | Conditional |
| 27 | Item 17 | Numeric | N | 1 | Conditional |
| 28 | Item 18 | Numeric | N | 1 | Conditional |
| 29 | SMMSE Completed | Numeric | N | 1 | Conditional |
| 30 | SMMSE Date | Date | DDMMYYYY | 8 | Conditional |
| 31 | SMMSE 1 | Numeric | N | 1 | Conditional |
| 32 | SMMSE 2 | Numeric | N | 1 | Conditional |
| 33 | SMMSE 3 | Numeric | N | 1 | Conditional |
| 34 | SMMSE 4 | Numeric | N | 1 | Conditional |
| 35 | SMMSE 5 | Numeric | N | 1 | Conditional |
| 36 | SMMSE 6 | Numeric | N | 1 | Conditional |
| 37 | SMMSE 7 | Numeric | N | 1 | Conditional |
| 38 | SMMSE 8 | Numeric | N | 1 | Conditional |
| 39 | SMMSE 9 | Numeric | N | 1 | Conditional |
| 40 | SMMSE 10 | Numeric | N | 1 | Conditional |
| 41 | SMMSE 11 | Numeric | N | 1 | Conditional |
| 42 | SMMSE 12 | Numeric | N | 1 | Conditional |
| 43 | Phase Start Date | Date | DDMMYYYY | 8 | Conditional |
| 44 | Phase End Date | Date | DDMMYYYY | 8 | Conditional |
| 45 | Phase Type | Numeric | N | 1 | Conditional |
| 46 | Type of Maintenance Care | Numeric | NN | 2 | Conditional |
| 47 | Record Creation Date | Date | DDMMYYYY | 8 | Mandatory |
| 48 | Last Amended | Date | DDMMYYYY | 8 | Mandatory |

Appendix C – Rehabilitation data elements

| Data Element | Data Type | Format | Permitted Values |
|----------------------|-----------|----------|---|
| Account Number | String | X[X(11)] | Alphanumeric combination up to 12 characters |
| Admission Date | Date | DDMMYYYY | Valid date |
| Assessment Date | Date | DDMMYYYY | Valid date |
| Assessment Only | Numeric | N | 1 – Yes 2 – No 8 – Unknown 9 – Not stated/inadequately described |
| Care Type | Numeric | NN | 22 – Rehabilitation care |
| Establishment Code | Numeric | N(4) | Valid establishment code. Refer to Establishment Code List |
| FIM™ Score | Numeric | N | 1 – Total assistance with helper 2 – Maximal assistance with helper 3 – Moderate assistance with helper 4 – Minimal assistance with helper 5 – Supervision or setup with helper 6 – Modified independence with helper 7 – Complete independence |
| Impairment Code | Numeric | NN.NNNN | Refer to <i>Appendix B: AROC Impairment Codes</i> in the SANADC Data Dictionary. |
| Last Amended | Date | DDMMYYYY | Valid date |
| Record Creation Date | Date | DDMMYYYY | Valid date |
| Separation Date | Date | DDMMYYYY | Valid date |
| UMRN | String | X[X(9)] | Alphanumeric combination |

Appendix D – GEM data elements

| Data Element | Data Type | Format | Permitted Values |
|----------------------|-----------|----------|---|
| Account Number | String | X[X(11)] | Alphanumeric combination up to 12 characters |
| Admission Date | Date | DDMMYYYY | Valid date |
| Assessment Date | Date | DDMMYYYY | Valid date |
| Assessment Only | Numeric | N | 1 – Yes 2 – No 8 – Unknown 9 – Not stated/inadequately described |
| Care Type | Numeric | NN | 29 – Geriatric Evaluation and Management |
| Establishment Code | Numeric | N(4) | Valid establishment code. Refer to Establishment Code List |
| FIM™ Score | Numeric | N | 1 – Total assistance with helper 2 – Maximal assistance with helper 3 – Moderate assistance with helper 4 – Minimal assistance with helper 5 – Supervision or setup with helper 6 – Modified independence with helper 7 – Complete independence |
| Last Amended | Date | DDMMYYYY | Valid date |
| Record Creation Date | Date | DDMMYYYY | Valid date |
| Separation Date | Date | DDMMYYYY | Valid date |
| SMMSE Completed | Numeric | N | 1 – Yes 2 – No 9 – Unknown |
| SMMSE Date | Date | DDMMYYYY | Valid date |
| SMMSE Score | Numeric | N | 0 – Score of 0 1 – Score of 1 2 – Score of 2 3 – Score of 3 4 – Score of 4 5 – Score of 5 7 – Not applicable – item has been omitted 8 – Unknown 9 – Not stated/inadequately described |
| UMRN | String | X[X(9)] | Alphanumeric combination |

Appendix E – Psychogeriatric data elements

| Data Element | Data Type | Format | Permitted Values |
|----------------------|-----------|----------|--|
| Account Number | String | X[X(11)] | Alphanumeric combination up to 12 characters |
| Admission Date | Date | DDMMYYYY | Valid date |
| Assessment Date | Date | DDMMYYYY | Valid date |
| Assessment Only | Numeric | N | 1 – Yes 2 – No 8 – Unknown 9 – Not stated/inadequately described |
| Care Type | Numeric | NN | 24 – Psychogeriatric care |
| Establishment Code | Numeric | N(4) | Valid establishment code. Refer to Establishment Code List |
| HoNOS 65+ Score | Numeric | N | 0 – No problems within the period rated 1 – Minor problem requiring no action 2 – Mild problem but definitely present 3 – Moderately severe problem 4 – Severe to very severe problem 9 – Not known or not applicable |
| Last Amended | Date | DDMMYYYY | Valid date |
| Record Creation Date | Date | DDMMYYYY | Valid date |
| Separation Date | Date | DDMMYYYY | Valid date |
| UMRN | String | X[X(9)] | Alphanumeric combination |

Appendix F – Palliative data elements

| Data Element | Data Type | Format | Permitted Values |
|--|-----------|----------|---|
| Account Number | String | X[X(11)] | Alphanumeric combination up to 12 characters |
| Admission Date | Date | DDMMYYYY | Valid date |
| Assessment Only | Numeric | N | 1 – Yes 2 – No 8 – Unknown 9 – Not stated/inadequately described |
| Care Type | Numeric | NN | 23 – Palliative care |
| Establishment Code | Numeric | N(4) | Valid establishment code. Refer to Establishment Code List |
| Last Amended | Date | DDMMYYYY | Valid date |
| Record Creation Date | Date | DDMMYYYY | Valid date |
| Separation Date | Date | DDMMYYYY | Valid date |
| UMRN | String | X[X(9)] | Alphanumeric combination |
| <i>The variables below are required to be recorded for each palliative phase</i> | | | |
| Assessment Date | Date | DDMMYYYY | Valid date |
| Phase End Date | Date | DDMMYYYY | Valid date |
| Phase Start Date | Date | DDMMYYYY | Valid date |
| Phase Type | Numeric | N | 1 – Stable 2 – Unstable 3 – Deteriorating 4 – Terminal 9 – Not stated/inadequately described |
| RUG-ADL Score | Numeric | N | <i>Scoring scale for bed mobility, toileting and transfers:</i> 1 – Independent or supervision only 3 – Limited physical assistance 4 – Other than two persons physical assist 5 – Two or more persons physical assist <i>Scoring scale for eating:</i> 1 – Independent or supervision only 2 – Limited assistance 3 – Extensive assistance/total dependence/tube fed |

Appendix G – Maintenance data elements

| Data Element | Data Type | Format | Permitted Values |
|--------------------------|-----------|----------|--|
| Account Number | String | X[X(11)] | Alphanumeric combination up to 12 characters |
| Admission Date | Date | DDMMYYYY | Valid date |
| Assessment Date | Date | DDMMYYYY | Valid date |
| Care Type | Numeric | NN | 25 – Maintenance care |
| Establishment Code | Numeric | N(4) | Valid establishment code. Refer to Establishment Code List |
| Last Amended | Date | DDMMYYYY | Valid date |
| Record Creation Date | Date | DDMMYYYY | Valid date |
| RUG-ADL Score | Numeric | N | <p><i>Scoring scale for bed mobility, toileting and transfers:</i></p> <p>1 – Independent or supervision only</p> <p>3 – Limited physical assistance</p> <p>4 – Other than two persons physical assist</p> <p>5 – Two or more persons physical assist</p> <p><i>Scoring scale for eating:</i></p> <p>1 – Independent or supervision only</p> <p>2 – Limited assistance</p> <p>3 – Extensive assistance/total dependence/tube fed</p> |
| Separation Date | Date | DDMMYYYY | Valid date |
| Type of Maintenance Care | Numeric | NN | <p>1 – Convalescent</p> <p>2 – Respite</p> <p>3 – Nursing home type</p> <p>8 – Other</p> <p>98 – Unknown</p> <p>99 – Not stated/inadequately described</p> |
| UMRN | String | X[X(9)] | Alphanumeric combination |

Appendix H – Summary of revisions

| Date Released | Author | Approval | Amendment |
|---------------|-------------------------------------|---|--|
| 1 July 2021 | David Oats | Rob Anderson, Assistant Director General, Purchasing and System Performance | Document created. |
| 1 July 2022 | David Oats | Rob Anderson, Assistant Director General, Purchasing and System Performance | Dates updated. Superseded QoCR system references replaced by AOS. Superseded AN-SNAP Version 4.0 references replaced by AN-SNAP Version 5.0. |
| 1 July 2023 | David Oats | Rob Anderson, Assistant Director General, Purchasing and System Performance | Dates updated. Changed IHPA references to IHACPA and updated IHACPA website links. |
| 1 July 2024 | Jodie McNamara & Jenine Piper | Rob Anderson, Assistant Director General, Purchasing and System Performance | Dates updated. Added note explaining requirement to submit SMMSE data for GEM episodes only applies when an SMMSE has been performed. Corrected error in HoNOS 65+ Code list of permitted values. Removed information about non-SANA care types. Removed 'Last Amended By' data element. |

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