



**Data Format Standard
Service Utilisation Reports
Version 1.7**

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Service Utilisation (SU) Reports

1 Background

The Ministry of Health is responsible for processing and storing PHO Service Utilisation data. This data is provided quarterly (by each PHO or their nominated Management Service Organisation (MSO)).

2 Purpose

This document defines the data format for Service Utilisation data sent to the Ministry of Health. All Service Utilisation data must be submitted to the Ministry of Health using the format specified in this standard.

3 Version Control

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	Extended range of delimiters allowed Brief type identifier prefix on every row Provision for separate Practice details
1.0	1 April 2004	Added Test Indicator Finalised Practice Details Documented ZIP recommendation Documented email address Addition of selection criteria Inclusion of Level 2 Ethnicity
1.1	1 April 2004	Practice Level info now optional Choice defaults to "No" New Practice Count query
1.2	1 April 2004	1. Corrected QDT to QRY in examples
1.3	1 April 2004	1. Remove trailing delimiters from samples
1.4	1 April 2004	1. Clearly define need for all detail rows
1.5	1 January 2009	Addition of Definitions Table Replaced "registered or enrolled patient" with "funded patient" Changes to Appendix G to align with 2008 Immunisation schedule
1.6	December 2015	Changes to reflect discontinuation of the PHO Performance Programme and establishment of the Integrated Performance Incentive Framework (IPIF) Changes to file naming convention and removal of references to TEST data.
1.7	October 2017	Changes to reflect discontinuation of IPIF and establishment of System Level Measures (SLM)

4 Definitions

Definition Table

Term	Definition	
	For a PHO that is either Interim or Access	For a PHO that is Mixed
Funded patient	An individual who is registered or enrolled with a PHO, and has been confirmed as eligible for capitation funding via the Ministry of Health's quarterly CBF register processing	Same
Population	The total number of funded patients in the PHO.	The total number of funded patients in the specified Practices. This does not mean that a patient funded in an Interim Practice can be included as a consultation in an Access Practice and vice versa, even if the practices are within the same PHO.
VALUE 2	The number of funded patients (Population) that report a value when the selection criterion has been applied.	The number of funded patients (Population – for a PHO that is Mixed) that report a value when the selection criterion has been applied.
Selection Criteria	The group of information by which the query is made up of to generate a row of information	Same
Service ID	The code allocated by the Ministry of Health for the type (funded for) of first level service (Access or Interim) that the PHO is providing under the PHO agreement.	If the PHO is a Mixed PHO (has Access and Interim Practices) then the PHO is expected to send in two reports: One for Access under Service ID PHOA0005 and One for Interim under Service ID PHOE0001
Last day of the Reporting Period	The last day of the quarter that the report provides data for.	Same
Medical Consultation	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 F2.2 of this Agreement, General Medical Services include Medical Consultations made by telephone or using e-technologies providing the patient is located 16km or further from the practitioner's place of practice at the time of consultation (agreed in principle by PSAAP).
Nursing Consultation	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 (agreed in principle by PSAAP).
Primary Health Care Nurse	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 (agreed in principle by PSAAP).

5 File Format

5.1 File Name

SU reports are to be named using the convention of:

For initial submissions:	<i>SU_PERORG_YYYYMMDD</i>
For resubmissions:	<i>SU_PERORG_YYYYMMDD_resubmitted</i>

Where *PERORG* is the PHO's Perorg ID, and *YYYYMMDD* is the date of the last day of the quarter for which the SU report has been generated for.

File types may be either '.psv' or '.csv' and must not be zipped.

5.2 Character Set

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.

5.3 Data Rows

The file consists of a series of rows separated by either:

- ASCII 13 Carriage Return; or
- ASCII 13 & ASCII 10 Carriage Return & Line Feed.

5.4 Data Columns

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).

5.5 Data Delimiter

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.

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

5.6 Data Sets

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.

Every row begins with a three-character uppercase code that classifies the type of row.

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.

5.6.1 Organisation Data Set

This is a mandatory data set and must come first in the file.

The Column Name Row is fixed as at Appendix C1 Organisation Column Names Row.

There must be one Detail row:

Column 1	Row Type	Always 'ORG'
.	This is a fixed value.	
Column 2	PerOrg ID	Six-digit integer
.	The unique number assigned by PerOrg to the PHO submitting the data.	
Column 3	Organisation Name	Free text field
.	The name by which the DHB knows the PHO.	
Column 4	Contract ID	Six-digit integer
.	The Agreement Number assigned to the PHO.	
Column 5	Template Generation Date	YYYYMMDD
.	The date the Template used as the basis for the report was initially generated.	
Column 6	Standard Version Number	Decimal Number
.	The version number of this standard upon which the file structure has been based. This must properly relate to the structure and format used in the file (and associated template) to ensure correct processing. The first release value will be 1, with subsequent releases 1.1, 1.2 etc.	
Column 7	Software Product	Product Name
.	The software product used to generate the file.	
Column 8	Software Version	Version Number
.	The version of the software product.	

Column 9	Test Indicator This column should be empty.	Empty
Column 10	Return email address The email address for feedback on the file.	Email address

5.6.2 Practice Data Set

This is an optional data set that precedes practice related Query Data Sets. The Column Name Row is fixed as at Appendix C2 Practice Column Names Row. If this data set is present, there must be one or more Detail rows:

Column 1	Row Type This is a fixed value.	Always 'PRA'
Column 2	PerOrg ID The unique number assigned by PerOrg for the Practice to which the report applies.	Six-digit integer
Column 3	Practice Name The name by which the PHO knows the Practice.	Free text field
Column 4	Practice ID The unique code by which the PHO recognises the Practice. Each Detail row corresponds to a Practice whose data has been included in the report.	Alphanumeric

5.6.3 Query Data Set

This is a mandatory data set and must immediately precede the report to which it relates. The Column Name Row is fixed as at Appendix C3 Query Column Names Row. There must be one Detail row:

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

5.6.4 Report Data Set

This is a mandatory data set and must immediately follow the relevant Query Data Set. The Column Name Row begins as at Appendix C4 Report Column Names Row. The remainder of the row is taken from the Template.

There must be one or more Detail rows:

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

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

6 Report Types

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.

6.1 Full PHO Report

This is the normal report, providing full utilisation details across the PHO.

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.

6.2 Partial PHO Report

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.

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.

6.3 Practice Only Report

One or more practices may be reported separately either by circumstance or design.

There will be only one Practice Detail (PRA) row for each report in the file.

It is possible to provide a Practice Only report for all of the practices in a PHO.

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

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

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

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

QH	PERORG	ORGANISATION NAME	CONTRAC	TEMPLATE	STANDARD	SOFTWA	VERSI	TEST	EMAIL	
OR	987654	Sample PHO	123456	20040807	Release	MS	2003	TEST	ceo@pho.c	
QH	SERVICE	QUERY DESCRIPTION	START D	END DATE						
QR	PHOA00	Number of Practices included in the PHO	20040701	20040930						
RH	VALUE	VALUE2	COMMENT							
RL										
QH	SERVICE	QUERY DESCRIPTION	START D	END DATE						
QR	PHOA00	Number of Medical Practitioner consultations	20040701	20040930						
RH	VALUE	VALUE2	COMMENT	PHOETHNIC	PHOAGE	PHOGEN	PHOQ	PHOC	PHOHUHC	PHOCA
RL				10	Under 5 yrs	Female	Quintile	CSC N	HUHC N	CARE
RL				11	5 to 14 yrs	Male	Quintile	CSC Y	HUHC Y	CARE
RL				12	15 to 24 yrs		Quintile			
RL				21	25 to 44 yrs		Quintile			
RL				30	45 to 64 yrs		Quintile			
RL				31	Over 65 yrs		Quintile			
RL				32						
RL				33						
RL				34						
RL				35						
RL				36						
RL				37						
RL				40						
RL				41						
RL				42						
RL				43						
RL				44						
RL				51						
RL				52						
RL				53						
RL				54						
RL				99						

PERFORMANCE MONITORING FRAMEWORK
DATA FORMAT STANDARD
SERVICE UTILISATION

QH	SERVICE	QUERY DESCRIPTION	START D	END DATE						
QR	PHOA00	Number of Nursing Consultations	20040701	20040930						
RH	VALUE	VALUE2	COMMENT	PHOETHNIC	PHOAGE	PHOGEN	PHOQ	PHOC	PHOHUHC	PHOCA
RL				10	Under 5 yrs	Female	Quintile	CSC N	HUHC N	CARE
RL				11	5 to 14 yrs	Male	Quintile	CSC Y	HUHC Y	CARE
RL				12	15 to 24 yrs		Quintile			
RL				21	25 to 44 yrs		Quintile			
RL				30	45 to 64 yrs		Quintile			
RL				31	Over 65 yrs		Quintile			
RL				32						
RL				33						
RL				34						
RL				35						
RL				36						
RL				37						
RL				40						
RL				41						
RL				42						
RL				43						
RL				44						
RL				51						
RL				52						
RL				53						
RL				54						
RL				99						
QH	SERVICE	QUERY DESCRIPTION	START D	END DATE						
QR	PHOI000	Fully vaccinated children in PHO this quarter	20040701	20040930						
RH	VALUE	VALUE2	COMMENT	PHO3ETHN	PHOIMMSAG					
RL				Maori	Year 1 cohort					
RL				Pacific Island	Year 2 cohort					
RL				Other	Year 5 cohort					

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.

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

OH	PERORG	ORGANISATION NAME	CONTRAC	TEMPLATE	STANDARD	SOFTWA	VERSI	TEST	EMAIL	
OR	987654	Sample PHO	123456	20040807	Release	MS	2003	TEST	ceo@pho.c	
QH	SERVICE	QUERY DESCRIPTION	START D	END DATE						
QR	PHOA00	Number of Practices included in the PHO	20040701	20040930						
RH	VALUE	VALUE2	COMMENT							
RL	17	17								
QH	SERVICE	QUERY DESCRIPTION	START D	END DATE						
QR	PHOA00	Number of Medical Practitioner consultations	20040701	20040930						
RH	VALUE	VALUE2	COMMENT	PHOETHNIC	PHOAGE	PHOGEN	PHOQ	PHOC	PHOHUHC	PHOCA
RL	17	5		10	5 to 14 yrs	Female	Quintile	CSC N	HUHC N	CARE
RL	23	27		10	5 to 14 yrs	Female	Quintile	CSC N	HUHC N	CARE
RL	0	13		10	45 to 64 yrs	Male	Quintile	CSC Y	HUHC Y	CARE
RL	1	6		10	45 to 64 yrs	Male	Quintile	CSC Y	HUHC Y	CARE
QH	SERVICE	QUERY DESCRIPTION	START D	END DATE						
QR	PHOA00	Number of Nursing Consultations	20040701	20040930						
RH	VALUE	VALUE2	COMMENT	PHOETHNIC	PHOAGE	PHOGEN	PHOQ	PHOC	PHOHUHC	PHOCA
RL	2	5		21	5 to 14 yrs	Female	Quintile	CSC N	HUHC N	CARE
RL	0	27		21	5 to 14 yrs	Female	Quintile	CSC N	HUHC N	CARE
RL	1	17		30	45 to 64 yrs	Male	Quintile	CSC Y	HUHC Y	CARE
RL	4	8		30	45 to 64 yrs	Male	Quintile	CSC Y	HUHC Y	CARE
QH	SERVICE	QUERY DESCRIPTION	START D	END DATE						
QR	PHOI000	Fully vaccinated children in PHO this quarter	20040701	20040930						
RH	VALUE	VALUE2	COMMENT	PHO3ETHN	PHOIMMSAG					
RL	0	3		Maori	Year 1 cohort					
RL	4	15		Maori	Year 2 cohort					
RL	10	11		Other	Year 2 cohort					
RL	15	17		Other	Year 5 cohort					

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.

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 (e.g. 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 e.g. (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
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.

Appendix E Reporting Groups

E1 PHOAGE: Age Bands for Service Utilisation

Report Value	Description
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

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

E3 PHOCARE: Care Plus Status

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

E4 PHOCSC: CSC Status

Report Value	Description
CSC Y	Patient held CSC at start of period
CSC N	Patient did not hold CSC at start of period

E5 PHOHUHC: HUHC Status

Report Value	Description
HUHC Y	Patient held HUHC at start of period
HUHC N	Patient did not hold HUHC at start of period

E6 PHOQUIN: Deprivation Quintile

Report Value	Description
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)

E7 PHO3ETHN: Ethnicity - 3 Way Split

Report Value	Description
Maori	NZ Maori
Pacific Island	Pacific Island
Other	

E8 PHOETHNIC: Ethnicity – Level 2

Report Value	Description
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

Report Value	Description
Male	Male or Unknown
Female	Female

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

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 funded 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.

F3 Query — Number of Nursing Consultations

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 funded 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.

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

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 funded children available to the Selection.
- COMMENT: Unused.

The Selection criteria are (in no particular order):

- PHOIMMSAGE
- PHO3ETHN
- PHOQUIN

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.

Children Included In Numerator

Children who have had the following valid vaccine types:

- Third DtaP
 - Third IPV
-

-
- Third Hib 1
 - Third HepB (not including any birth dose)
 - Third PCV7 2 3
(on or before the Assessment Date).

Other valid vaccination doses - dependent on DOB

- Second or third Hib for children born before 1 Mar 2008
- Second PCV7 if the child was born between 1 Jan 2008 and 31 May 2008 and had their first dose of PCV7 at between 7 and 11 months of age,
- No doses of PCV7 if the child was born before 1 Jan 2008

Note: The “previous dose assumption” applies. If the child has a third dose of a vaccine recorded an assumption is made the second dose has been 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:

- Third DtaP
- Third IPV
- Fourth Hib 1
- Third HepB (not including any birth dose)
- First MMR
- Fourth PCV7 2 3 4
(on or before the Assessment Date).

Other valid vaccination doses - dependent on DOB

- Third or fourth Hib for children born before 1 Mar 2008
- Third PCV7 if the child was born between 1 Jan 2008 and 31 May 2008 and had their first dose of PCV7 at between 7 and 11 months of age,
- Second PCV7 if the child was born between 1 Jan 2008 and 31 May 2008 and had their first dose of PCV7 at between 12 and 23 months of age,
- No doses of PCV7 if the child was born before 1 Jan 2008

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:

- Fourth DtaP
- Fourth IPV
- Second MMR
- Fourth PCV7 1 2 3
(on or before the Assessment Date).

Other valid vaccination doses - dependent on DOB

- Third PCV7 if the child was born between 1 Jan 2008 and 31 May 2008 and had their first dose of PCV7 at between 7 and 11 months of age,
- Second PCV7 if the child was born between 1 Jan 2008 and 31 May 2008 and had their first dose of PCV7 at between 12 and 23 months of age,
- No doses of PCV7 if the child was born before 1 Jan 2008

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