

# Supplementary values - Value Domain

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# Supplementary values - Value Domain

The following information is applicable to value domains only.

## Definition

A list of codes and code descriptions, falling outside of the value domain definition, representing missing information.

## Obligation

Optional completion.

## Development rules

Supplementary values represent missing or null values in data, either because a permissible value may not logically be assigned, or because data do not exist (eg. when a data collection form has not been fully completed.)

Please note the value 'Other' is a permissible value and is not a supplementary value. Any value that is a synonym of 'Other' (such as 'Living thing not elsewhere classified' or 'Living thing nec') is also a permissible value and is not a supplementary value

In general:

- Supplementary values should be assigned consistently using a default logical set, i.e.
  - 7/97/997 etc: 'Not applicable'
  - 8/98/998 etc: 'Unknown'
  - 9/99/999 etc: 'Not stated/inadequately described.'
- Avoid using multiple supplementary values unless there is a need to analyse the statistical significance of the missing values (i.e. there is a need to analyse responses that are 'Not applicable' and 'Unknown' rather than simply 'Not stated.'). In such cases a Guide for use should explain how to interpret the different supplementary values.
- The use of values that are contiguous with the last code in the permissible value sequence should be avoided.
- It is preferable that the supplementary value field size is the same number of characters as the permissible values in the value domain.
- A valid permissible value must not be used as a supplementary value (and vice versa).
- In described value domains, the supplementary value used must not be a valid permissible value.

To assign supplementary values:

1. Click the *Add* button. This will create two text fields in which the supplementary values can be entered.
2. In the text field located to the left of screen, enter the supplementary value (e.g. the numeric characters '99'.)
3. In the text field located on the right of screen, enter the description of the supplementary value (e.g. the text string 'Not stated/inadequately described.')
4. To add another supplementary value click the Add button again and repeat steps 2 and 3.
5. Continue this process until all supplementary values are recorded.
6. To remove any of the values added, click the Remove button located to the right of the description text field.