Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)

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List of metadata items

Data Element Technical Names

Metadata items

Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)

Identifying and definitional attributes

Metadata item type:	Data Set Specification
METeOR identifier:	367251
Registration status:	Community services, Standard 30/04/2008
DSS type:	National Minimum Data Set (NMDS)
Scope:	The Child Protection and Support Services National Minimum Data Set (CPSS NDMS), is designed to capture information on all children and young people involved in the child protection systems throughout Australia.

There are three collections within the pilot CPSS NMDS, all of which are unit record data. The first is the child protection specific data, which includes notifications, substantiations and investigation and services provided. The second is data on children who are on care and protection orders. The third is data on children in out-of-home care.

*Child protection notifications, investigations and substantiation data collectio*n.

All notifications made to the child protection authorities during the collection period should be included. Also, any notification that was made during a previous reporting period that was finalised in the collection period should also be included.

A notification consists of reports made to an authorised department by persons or other bodies making allegations of child abuse or neglect, child maltreatment or harm to a child. Notification should not include reports regarding wider concerns about children or families which are classified as child concern reports.

Notification are relevant to persons who are aged 0–17 years, and to unborn children in jurisdictions where they are covered under the child protection legislation.

Collection and usage attributes

Comments:	The implementation of the unit record data collections across all jurisdictions has not been finalised. Further results from the pilot testing and current aggregate data collections will be investigated prior to completion of a revised NMDS.

Source and reference attributes

Submitting organisation:	National Child Protection and Support Services data group
Origin:	Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.
Reference documents:	Child Protection and Support Services National Minimum Data Set Data Collection manual. AIHW Sept 2005.

Relational attributes

Related metadata references:	Supersedes [Child protection and support services (CPSS) -](#)

Metadata items in this Data Set Specification

Seq No.	Metadata item	Obligation	Max occurs
-	[Child protection and support services (CPSS) client cluster](#)	Mandatory	1
-	[Assessment decision date](#)	Mandatory	1
-	[Assessment decision type](#)	Mandatory	1
-	[Assistance type (child protection)](#)	Conditional	6
-	[Care and protection order flag (child protection contact)](#)	Optional	1
-	[Child abuse and neglect type](#)	Mandatory	1
-	[Contact date (child protection contact)](#)	Mandatory	1
-	[Employment service type (child protection notification)](#)	Mandatory	1
-	[Finalised investigation outcome indicator (Child protection notification)](#)	Conditional	1
-	[Household parental care type (child protection)](#)	Optional	1
-	[Investigation commencement date (child protection)](#)	Conditional	1
-	[Investigation conclusion date (child protection notification)](#)	Conditional	1
-	[Investigation outcome (child protection notification)](#)	Conditional	1
-	[Out-of-home care flag (child protection notification)](#)	Optional	1
-	[Person identifier-child protection and support services](#)	Mandatory	1
-	[Postcode—Australian (person)](#)	Mandatory	1
-	[Relationship to child of source of notification (child protection notification)](#)	Mandatory	1
-	[Suburb/town/locality name (person)](#)	Mandatory	1
-	[Unborn child status (child protection notification)](#)	Mandatory	1

Child protection and support services (CPSS) client cluster

Identifying and definitional attributes

Metadata item type:	Data Set Specification
METeOR identifier:	355790
Registration status:	Community services, Standard 30/04/2008
DSS type:	Data Set Specification (DSS)
Scope:	This cluster is referred to as the CPSS client file. It is used in all three of the CPSS NMDS, all of which are unit record data. The first is the child protection specific data, which includes notifications, investigations and substantiations and services provided. The second is data on children who are on care and protection orders. The third is data on children in out-of-home care.
	The Child Protection and Support Services National Minimum Data Set (CPSS NMDS), is designed to capture information on all children and young people involved in the child protection systems throughout Australia.

Collection and usage attributes

Implementation start date:	22/06/2007

Source and reference attributes

Submitting organisation:	National Child Protection and Support Services data working group (NCPASS).
Steward:	National Child Protection and Support Services data group
Origin:	Child Protection and Support Services National Minimum Data Set, Data Collection Manual, AIHW September 2005.

Relational attributes

Implementation in Data Set Specification:	[Child protection and support services (CPSS) - care and protection order episode NMDS (July 2007)](#) Community services, Superseded 01/05/2008
	[Child protection and support services (CPSS) - care and protection order episode NMDS pilot (2008)](#) Community services, Standard 30/04/2008
	[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#) Community services, Superseded 01/05/2008
	[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#) Community services, Standard 30/04/2008
	[Child protection and support services (CPSS) - out-of-home care NMDS (July 2007)](#) Community services, Superseded 01/05/2008
	[Child protection and support services (CPSS) - out-of-home care NMDS pilot (2008)](#) Community services, Standard 30/04/2008

Metadata items in this Data Set Specification

Seq No.	Metadata item	Obligation	Max occurs
-	Activity and participation life area	Optional	9
-	Assistance with activities	Optional	9
-	Date estimate indicator	Mandatory	1
-	Date of birth	Mandatory	1
-	Disability group	Mandatory	1
-	Indigenous status	Mandatory	1
-	Letters of family name	Mandatory	1
-	Letters of given name	Mandatory	1
-	Main language other than English spoken at home	Mandatory	1
-	Person identifier-child protection and support services	Mandatory	1
-	Sex	Mandatory	1

Data set specification specific attributes

Activity and participation life area

Identifying and definitional attributes

Technical name: Person—activity and participation life area, code (ICF 2001) AN[NNN]

METeOR identifier: 320125

Registration status: Health, Standard 29/11/2006
Community services, Standard 16/10/2006

Definition: The life area in which a person participates or undertakes activities, as represented by a code.

Context: Human functioning and disability

Data Element Concept: Person—activity and participation life area

Value domain attributes

Representational attributes

Classification scheme: International Classification of Functioning, Disability and Health 2001

Representation class: Code

Data type: String

Format: AN[NNN]

Maximum character length: 5

Collection and usage attributes

Guide for use: This metadata item contributes to the definition of the concept '**Disability**' and gives an indication of the experience of disability for a person.

The activities and participation codes are a neutral list that covers the full range of life areas in which a person can be involved. The domains can be used to record positive or neutral experience of functioning as well as limitations and restrictions.

Data can be collected at the three digit level in one chapter and at the chapter level in another. However it is only possible to collect data at a single level of the hierarchy in a single chapter to maintain mutual exclusivity. For example, it is not permitted to collect both 'Self care' (chapter level) and 'Looking after one's health' (3 digit level) as the former includes the latter.

The value domain below refers to the highest hierarchical level (ICF chapter level). Data collected at this level, in association with respective qualifiers (Activity difficulty level, Activity Need for assistance, Participation extent and Participation satisfaction level) will use the codes as indicated.

CODE d1 Learning and applying knowledge
CODE d2 General tasks and demands
CODE d3 Communication
CODE d4 Mobility
CODE d5 Self-care
CODE d6 Domestic life
CODE d7 Interpersonal interactions and relationships
CODE d8 Major life areas
CODE d9 Community, social and civic life

Data collected at this level will provide a general description of functioning for the person and can only be compared with data collected at the same level.

Each chapter contains categories at different levels ordered from general to detailed. For specific more detailed information the user should follow the structure of the ICF; the codes should be drawn from the same hierarchical level within any particular chapter. The full range of permissible values is listed in the **Activities** and **Participation** component of the ICF.

An example of a value domain at the 3 digit level from the Self-care chapter may include:

CODE d510   Washing oneself
CODE d520   Caring for body parts
CODE d530   Toileting
CODE d540   Dressing
CODE d550   Eating
CODE d560   Drinking
CODE d570   Looking after one's health

An example of value domains at the 4 digit level from the Mobility chapter may include:

CODE d4600   Moving around within the home
CODE d4601   Moving around within buildings other than home
CODE d4602   Moving around outside the home and other buildings
CODE d4701   Using private motorized transportation
CODE d4702   Using public motorized transportation

The prefix *d* denotes the domains within the component of *Activities and Participation.* At the user's discretion, the prefix *d* can be replaced by *a* or *p*, to denote activities or participation respectively.

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare (AIHW) which is the Australian Collaborating Centre for the World Health Organization Family of International Classifications.
Origin:	WHO 2001. ICF: International Classification of Functioning, Disability and Health. Geneva: WHO
	AIHW 2003. ICF Australian User Guide Version 1.0. Canberra: AIHW
Reference documents:	Further information on the ICF, including more detailed codes, can be found in the ICF itself and the ICF Australian User Guide (AIHW 2003), at the following websites:

- WHO ICF website
  http://www.who.int/classifications/icf/en/
- Australian Collaborating Centre ICF website
  http://www.aihw.gov.au/disability/icf/index.cfm

Data element attributes

Collection and usage attributes

Guide for use: This metadata item, in conjunction with Activity difficulty level code N, enables the provision of information about the presence and extent of activity limitation for any given life area; with Activity need for assistance code N, the provision of information about the need for assistance with the given life area.

The extent of, and level of satisfaction with, participation in a given area are indicated by the use of this metadata item with the qualifiers Participation extent code N and Participation satisfaction level code N.

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare (AIHW) which is the Australian Collaborating Centre for the World Health Organization Family of International Classifications.

Relational attributes

Related metadata references: See also Person—need for assistance with activities in a life area, code N Health, Standard 29/11/2006, Community services, Standard 16/10/2006

See also Person—level of difficulty with activities in life areas, code (ICF 2001) N Health, Standard 29/11/2006, Community services, Standard 16/10/2006

See also Person—extent of participation in a life area, code (ICF 2001) N Health, Standard 29/11/2006, Community services, Standard 16/10/2006

See also Person—level of satisfaction with participation in a life area, code N Health, Standard 29/11/2006, Community services, Standard 16/10/2006

Implementation in Data Set Specifications: Activities and Participation cluster Health, Standard 29/11/2006
Community services, Standard 16/10/2006

Child protection and support services (CPSS) client cluster
Community services, Standard 30/04/2008

Children's Services NMDS Community services, Standard 18/12/2007

Commonwealth State/Territory Disability Agreement NMDS - 1 July 2006 Community services, Standard 27/04/2007

Data set specification specific attributes

Assessment decision date

Identifying and definitional attributes

Technical name: Child protection notification—assessment decision date

METeOR identifier: 331081

Registration status: Community services, Standard 30/04/2008

Definition: The date a decision regarding the outcome of an assessment of the level of involvement of the community services department was made.

Data Element Concept: Child protection notification—assessment decision date

Value domain attributes

Representational attributes

Representation class: Date

Data type: Date/Time

Format: DDMMYYYY

Maximum character length: 8

Data element attributes

Collection and usage attributes

Guide for use: This item should be recorded as the date a decision was made regarding the service response required by the department.

This data element should always be recorded as an 8-digit valid date comprising day, month and year. Year should always be recorded in its full 4-digit format. For day and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example, if the contact assessment decision was made on 1 July 2004, the date should be recorded as 01072004.

If the date is unknown, the date 01011900 should be provided.

Comments: This is important to measure the length of time between when the decision regarding the level of involvement of the department was made and the commencement of the investigation. It is also used to measure the length of time of the investigation and also the time elapsed from contact to the contact assessment decision.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Implementation in Data Set Specifications: [Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#)
Community services, Superseded 01/05/2008
[Child protection and support services (CPSS) - notifications,](#)

Data set specification specific attributes

Assessment decision type

Identifying and definitional attributes

Technical name: Child protection notification—assessment decision type, code N

Synonymous names: Contact assessment decision

METeOR identifier: 331074

Registration status: Community services, Standard 30/04/2008

Definition: A determined course of action in relation to a child who is the subject of a child protection notification, as represented by a code.

Data Element Concept: Child protection notification—assessment decision type

Value domain attributes

Representational attributes

Representation class: Code

Data type: Number

Format: N

Maximum character length: 1

Permissible values:

Value	Meaning
1	Investigation required
2	Other intervention required
3	No further action
4	Advice/referral to another agency required

Collection and usage attributes

Guide for use: CODE 1 Investigation required

Where there are significant concerns regarding harm or risk of harm to warrant an investigatory response. An investigation is the process whereby the community services department obtains more detailed information about a child who is the subject of a contact and makes an assessment about the harm or degree of harm to the child and the child's protective needs. It also includes the interviewing or sighting of the subject child where it is practicable to do so.

CODE 2 Other intervention required

This is where there is a low risk of harm and a non-investigatory response is required. This may include: where low level harm or risk of harm has occurred and immediate assistance is given and recorded; where the family needs are still assessed and a case plan is developed; where children are assessed as low risk but still in need; where there are parenting issues or one-off incidents; and where the contact is referred to another section of the child protection agency because the agency is already working with the child.

CODE 3 No further action/no issue

This category includes contacts to the department where there are concerns about children but there is no risk of harm/actual harm and no departmental action is required. This may include contacts that: are police initiated but there are no care and

protection issues, the family has moved interstate; the contact is historical in nature and there is no longer contact between the parties; where it is from the family court and the department is already involved

CODE 4 Advice/referral to another agency required

This category includes referrals outside the jurisdictions child protection section. This can include other sections within the community services department and child protection services in other jurisdiction. It can also include brief advice and telephone counselling.

Data element attributes

Collection and usage attributes

Collection methods:

Comments: This is important to determine the service response of the department and also outcomes for children.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Implementation in Data Set Specifications: [Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#)
Community services, Superseded 01/05/2008

[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#)
Community services, Standard 30/04/2008

Data set specification specific attributes

Assistance type (child protection)

Identifying and definitional attributes

Technical name:	Service event—assistance type, child protection code N
Synonymous names:	Type of assistance/support
METeOR identifier:	331783
Registration status:	Community services, Standard 30/04/2008
Definition:	The type of assistance that a child or family receives from a community services department, as represented by a code.
Data Element Concept:	Service event—assistance type

Value domain attributes

Representational attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:	Value	Meaning
	1	Protective services
	2	Intensive family support services
	3	Other support services
	4	Respite care
	5	Advice/referral to another type of service
	6	No service
Supplementary values:	9	Not stated/inadequately described

Collection and usage attributes

Guide for use:

CODE 1 Protective services

Includes case plan development and management.

CODE 2 Intensive family support services

Those services that aim to prevent imminent separation of children from their primary caregivers because of child protection concerns, and those services that aim to reunify families where separation has already occurred.

CODE 3 General support services

Those services not included above that are either funded or provided by the community services department.

CODE 4 Respite care

Out-of-home care provided on a temporary basis. For example, when the parents or guardians are ill or unable to care for the child on a short term basis. This does not include emergency care provided to children who have been removed for their homes for protective reasons.

CODE 5 Advice/referral to another type of service

Any service that is not provided or funded by the community service department. This can include: mental health, education, drug and alcohol, community health, private psychologists, etc

To be completed as services are provided. It should be updated as soon as a new service is being provided to the child. However, it should only be updated once per type of service. For example, if a child's family is provided with general family support more than once, it should only be recorded the first time the child's family uses this support.

Data element attributes

Collection and usage attributes

Guide for use: This information should be provided as a new service is being provided to the child. However, it should only be updated once per type of service. For example, if a child's family is provided with general family support more than once, it should only be recorded the first time the child's family uses this support.

Collection methods: To be completed as services are provided.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Implementation in Data Set Specifications: [Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#)
Community services, Superseded 01/05/2008

[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#)
Community services, Standard 30/04/2008

Data set specification specific attributes

Assistance with activities

Identifying and definitional attributes

Technical name:	Person—need for assistance with activities in a life area, code N
METeOR identifier:	320213
Registration status:	Health, Standard 29/11/2006 Community services, Standard 16/10/2006
Definition:	The level of help and/or supervision a person requires (or would require if the person currently helping/supervising was not available) to perform tasks and actions in a specified life area, as represented by a code.
Context:	Human functioning and disability
Data Element Concept:	Person—need for assistance with activities in a life area

Value domain attributes

Representational attributes

Classification scheme:	International Classification of Functioning, Disability and Health 2001
Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:	Value	Meaning
	0	Does not need help/supervision
	1	Sometimes needs help/supervision
	2	Always needs help/supervision
	3	Unable to do this task or action, even with assistance
Supplementary values:	8	Not specified
	9	Not applicable

Collection and usage attributes

Guide for use:	This metadata item contributes to the definition of the concept **'Disability'** and gives an indication of the experience of disability for a person.
	In the context of health, an activity is the execution of a task or action by an individual. Activity limitations are difficulties an individual may have in executing an activity.
	Activity limitation varies with the environment and is assessed in relation to a particular environment; the absence or presence of assistance, including aids and equipment, is an aspect of the environment.
	This value domain records the level of a person's need for help or supervision, in a specified domain, in their overall life. This means that the need for assistance may not be directly relevant to the health or community care service being provided.
	Where a life area includes a range of examples, (e.g. domestic life includes cooking, cleaning and shopping), if a person

requires assistance in any of the areas then the highest level of assistance should be recorded.

Where need for assistance varies markedly over time (e.g. episodic psychiatric conditions) please record the average level of assistance needed.

The presence of an activity limitation with a given domain is indicated by a non-zero response in this value domain. Activity is limited when an individual, in the context of a health condition, either has need for assistance in performing an activity in an expected manner, or cannot perform the activity at all.

CODE 0 is used when the person has no need for supervision or help and can undertake the activity independently.

CODE 1 is used when the person sometimes needs assistance to perform an activity.

CODE 2 is used when the person always needs assistance to undertake the activity and cannot do the activity without assistance.

CODE 3 is used when the person cannot do the activity even with assistance

CODE 8 is used when a person's need for assistance to undertake the activity is unknown or there is insufficient information to use codes 0-3.

CODE 9 is used where the need for help or supervision is due to the person's age. For example, Education for persons less than 5 years and work for persons less than 15 years.

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare (AIHW) which is the Australian Collaborating Centre for the World Health Organization Family of International Classifications.

Origin: WHO 2001. ICF: International Classification of Functioning, Disability and Health. Geneva: WHO

AIHW 2003. ICF Australian User Guide Version 1.0. Canberra: AIHW

Reference documents:

Further information on the ICF, including more detailed codes, can be found in the ICF itself and the ICF Australian User Guide (AIHW 2003), at the following websites:

- WHO ICF website http://www.who.int/classifications/icf/en/
- Australian Collaborating Centre ICF website http://www.aihw.gov.au/disability/icf/index.html

Data element attributes

Collection and usage attributes

Guide for use: This data element, in conjunction with Person—activities and participation life area, code (ICF 2001) AN[NNN], indicates a person's need for assistance in a given domain of activity.

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare (AIHW) which is the Australian Collaborating Centre for the World Health Organization Family of International Classifications.

Relational attributes

Related metadata references:	See also Person—activity and participation life area, code (ICF 2001) AN[NNN] Health, Standard 29/11/2006, Community services, Standard 16/10/2006
Implementation in Data Set Specifications:	Activities and Participation cluster Health, Standard 29/11/2006 Community services, Standard 16/10/2006 Child protection and support services (CPSS) client cluster Community services, Standard 30/04/2008 Children's Services NMDS Community services, Standard 18/12/2007

Data set specification specific attributes

Care and protection order flag (child protection contact)

Identifying and definitional attributes

Technical name:	Child protection notification—care and protection order flag, code N
Synonymous names:	CPO flag
METeOR identifier:	331693
Registration status:	Community services, Standard 30/04/2008
Definition:	An indicator that a child, who was the subject of a notification, is currently, or has previously been, on a care and protection order, as represented by a code.
Data Element Concept:	Child protection notification—care and protection order flag

Value domain attributes

Representational attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:	Value	Meaning
	1	Yes - currently on
	2	Yes - no current order in effect
	3	No - no previous care and protection order
Supplementary values:	9	Not stated/inadequately described

Collection and usage attributes

Guide for use: This data item should be recorded for all children who were the subject of a contact during the year.

CODE 1 Yes - Currently in out-of-home care

The child is currently on a care and protection order in the jurisdiction

CODE 2 Yes - Past history of placement in out-of-home care

The child has previously been on a care and protection order but it is not in effect currently

CODE 3 No

The child is not currently or previously been on a care and protection order.

Data element attributes

Collection and usage attributes

Collection methods: This should be recorded at time of the contact. It only refers to care and protection orders the child is on at the time of the contact, or if the child was on a care and protection order previously in his/her life.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Implementation in Data Set Specifications: [Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#)
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Community services, Standard 30/04/2008

Data set specification specific attributes

Child abuse and neglect type

Identifying and definitional attributes

Technical name: Child—abuse and neglect type, code N

METeOR identifier: 270166

Registration status: Community services, Standard 01/03/2005

Definition: The type of physical, sexual or emotional actions or inactions which have resulted in, or are likely to result in, significant harm or injury to a child, or risk of significant harm or injury to a child, as represented by a code.

Data Element Concept: Child—abuse and neglect type

Value domain attributes

Representational attributes

Representation class: Code

Data type: Number

Format: N

Maximum character length: 1

Permissible values:

Value	Meaning
1	Physical abuse
2	Emotional abuse
3	Sexual abuse
4	Neglect
5	Other

Supplementary values: 9   Not stated/ inadequately described

Data element attributes

Collection and usage attributes

Guide for use: These categories may be used in different ways by different jurisdictions, depending on the state or territories own definitions, policies and practices. In addition, a child subject to abuse and neglect is often subject to more than one type of abuse and neglect (for example, sexual abuse is often also associated with emotional abuse).

Comments: The National Child Protection and Support Services Working Group, is undertaking considerable work to improve the comparability of child protection data. This work will impact upon the definitions and data collections in the child protection area.

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Reference documents: Child protection, Australia, 1997–98 (AIHW)

Comparability of Child Protection Data 1999 (AIHW)

Children Protection Australia: data collection standards, tables, & counting rules 1998–1999 (AIHW)

Relational attributes

Related metadata references:	Supersedes [Child abuse and neglect type, version 2, DE, NCSDD, NCSIMG, Superseded 01/03/2005.pdf](#) (15.27 KB)
Implementation in Data Set Specifications:	[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#) Community services, Superseded 01/05/2008
	[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#) Community services, Standard 30/04/2008

Data set specification specific attributes

Information specific to this data set:	In the Child Protection NMDS, this data element can be collected twice:

- the primary type of abuse or neglect; and
- the secondary type of abuse or neglect.

Where more than one type of abuse or neglect has occurred, the primary type of abuse should be the most serious type of harm, as determined by the investigating officer.

The secondary type of abuse or neglect should also be used where there is more than one abuse type recorded. The second most serious abuse type, as determined by the investigatory officer, should be provided.

Contact date (child protection contact)

Identifying and definitional attributes

Technical name: Child protection notification—contact date, DDMMYYYY

METeOR identifier: 314528

Registration status: Community services, Standard 30/04/2008

Definition: The date of a contact where there is a concern about a child.

Data Element Concept: Child protection notification—contact date

Value domain attributes

Representational attributes

Representation class: Date

Data type: Date/Time

Format: DDMMYYYY

Maximum character length: 8

Data element attributes

Collection and usage attributes

Guide for use: This data element should always be recorded as an 8-digit valid date comprising day, month and year. Year should always be recorded in its full 4-digit format. For day and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example, if the contact assessment decision was made on 1 July 2004, the date should be recorded as 01072004.

This data element refers to persons who are aged 0–17 years and to unborn children in jurisdictions where they are covered under the child protection legislation.

Contacts are recorded for each individual child. For example, if the department was contacted regarding the concerns about a family of three children, then three individual contacts should be recorded.

If the date is unknown, the date 01011900 should be provided.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Implementation in Data Set Specifications: [Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#)
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Community services, Standard 30/04/2008

Data set specification specific attributes

Date estimate indicator

Identifying and definitional attributes

Technical name:	Date—estimate indicator, code N
Synonymous names:	Date estimate flag, Birth date estimate flag, Estimate indicator, Date accuracy flag
METeOR identifier:	329314
Registration status:	Community services, Standard 27/04/2007
Definition:	An indicator of whether any component of a reported date was estimated.
Context:	Record linkage and statistical linkage key.
Data Element Concept:	Date—estimate indicator

Value domain attributes

Representational attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:	Value	Meaning
	1	Estimated
	2	Not estimated
Supplementary values:	9	Not stated/inadequately described

Data element attributes

Collection and usage attributes

Collection methods:	This data element may be reported in conjunction with the date of birth when any part of the date represents an estimate rather than the actual or known date.

Source and reference attributes

Submitting organisation:	NCSIMG Children Services Data Working Group CSTDA NMDS Network.
Origin:	National Community Services Data Dictionary V3, 2004.
Reference documents:	Commonwealth State/Territory Disability Agreement National Minimum Data Set (CSTDA NMDS) collection. Data Guide: data items and definitions 2006-07.

Relational attributes

Related metadata references:	See also Person—date of birth, DDMMYYYY Health, Standard 04/05/2005, Community services, Standard 25/08/2005, Housing assistance, Standard 20/06/2005
	See also Record—linkage key, code 581 XXXXXDDMMYYYYN Community services, Recorded 27/03/2007
Implementation in Data Set	Child protection and support services (CPSS) client cluster

Specifications: Community services, Standard 30/04/2008
[Commonwealth State/Territory Disability Agreement NMDS - 1 July 2006](#) Community services, Standard 27/04/2007
[Younger people with disabilities in residential aged care program](#)*No registration status*

Data set specification specific attributes

Date of birth

Identifying and definitional attributes

Technical name: Person—date of birth, DDMMYYYY

METeOR identifier: 287007

Registration status: Health, Standard 04/05/2005
                               Community services, Standard 25/08/2005
                               Housing assistance, Standard 20/06/2005

Definition: The date of birth of the person.

Data Element Concept: Person—date of birth

Value domain attributes

Representational attributes

Representation class: Date

Data type: Date/Time

Format: DDMMYYYY

Maximum character length: 8

Data element attributes

Collection and usage attributes

Guide for use: If date of birth is not known or cannot be obtained, provision should be made to collect or estimate age. Collected or estimated age would usually be in years for adults, and to the nearest three months (or less) for children aged less than two years. Additionally, an estimated date flag or a date accuracy indicator should be reported in conjunction with all estimated dates of birth.

For data collections concerned with children's services, it is suggested that the estimated date of birth of children aged under 2 years should be reported to the nearest 3 month period, i.e. 0101, 0104, 0107, 0110 of the estimated year of birth. For example, a child who is thought to be aged 18 months in October of one year would have his/her estimated date of birth reported as 0104 of the previous year. Again, an estimated date flag or date accuracy indicator should be reported in conjunction with all estimated dates of birth.

Collection methods: Information on date of birth can be collected using the one question:

What is your/(the person's) date of birth?

In self-reported data collections, it is recommended that the following response format is used:

Date of birth: _ _ / _ _ / _ _ _ _

This enables easy conversion to the preferred representational layout (DDMMYYYY).

For record identification and/or the derivation of other metadata items that require accurate date of birth information, estimated dates of birth should be identified by a date accuracy indicator to prevent inappropriate use of date of birth data. The

linking of client records from diverse sources, the sharing of patient data, and data analysis for research and planning all rely heavily on the accuracy and integrity of the collected data. In order to maintain data integrity and the greatest possible accuracy an indication of the accuracy of the date collected is critical. The collection of an indicator of the accuracy of the date may be essential in confirming or refuting the positive identification of a person. For this reason it is strongly recommended that the data element Date—accuracy indicator, code AAA also be recorded at the time of record creation to flag the accuracy of the data.

Comments: Privacy issues need to be taken into account in asking persons their date of birth.

Wherever possible and wherever appropriate, date of birth should be used rather than age because the actual date of birth allows a more precise calculation of age.

When date of birth is an estimated or default value, national health and community services collections typically use 0101 or 0107 or 3006 as the estimate or default for DDMM.

It is suggested that different rules for reporting data may apply when estimating the date of birth of children aged under 2 years because of the rapid growth and development of children within this age group which means that a child's development can vary considerably over the course of a year. Thus, more specific reporting of estimated age is suggested.

Source and reference attributes

Origin: National Health Data Committee

National Community Services Data Committee

Reference documents: AS5017 Health Care Client Identification, 2002, Sydney: Standards Australia

AS4846 Health Care Provider Identification, 2004, Sydney: Standards Australia

Relational attributes

Related metadata references: See also Date—accuracy indicator (SAAP), code AAA*No registration status*

See also Person—age range starting from age 10, code N*No registration status*

See also Estimated Date of Birth —accuracy indicator, code AAA*No registration status*

See also Age range 10 years and above, code N *No registration status*

Supersedes Person—date of birth, DDMMYYYY Health, Superseded 04/05/2005, Community services, Superseded 25/08/2005

See also Date—estimate indicator, code N Community services, Standard 27/04/2007

See also Date—accuracy indicator, code AAA Health, Standard 04/05/2005, Community services, Standard 30/09/2005

Is used in the formation of Episode of admitted patient care—major diagnostic category, code (AR-DRG v5.1) NN Health, Standard 01/03/2005

Is used in the formation of Episode of admitted patient care—

length of stay (including leave days) (postnatal), total N[NN] Health, Standard 04/07/2007

Is used in the formation of Episode of admitted patient care—length of stay (including leave days) (antenatal), total N[NN] Health, Standard 04/07/2007

Is used in the formation of Record—linkage key, code 581 XXXXXDDMMYYYYN Community services, Recorded 27/03/2007

Is used in the formation of Record—linkage key 581, statistical code XXXXXDDMMYYYYN*No registration status*

Is used in the formation of Major Diagnostic Category - supplied by hospital - code (AR-DRG v5.1) NN*No registration status*

Is used in the formation of Episode of admitted patient care—diagnosis related group, code (AR-DRG v5.1) ANNA Health, Standard 01/03/2005

Is used in the formation of Episode of admitted patient care (postnatal)—length of stay (including leave days), total N[NN] Health, Superseded 04/07/2007

Is used in the formation of Episode of admitted patient care (antenatal)—length of stay (including leave days), total N[NN] Health, Superseded 04/07/2007

Implementation in Data Set Specifications:	Acute coronary syndrome (clinical) DSS*No registration status*
	Acute coronary syndrome (clinical) DSS*No registration status*
	Acute coronary syndrome (clinical) DSS Health, Standard 07/12/2005
	Acute coronary syndrome (clinical) DSS Health, Superseded 07/12/2005
	Acute coronary syndrome (clinical) DSS - Queensland Health CPIC*No registration status*
	Acute coronary syndrome (Revised with 2nd tier data items) Health, Candidate 04/03/2008
	Admitted patient care NMDS Health, Superseded 07/12/2005
	Admitted patient care NMDS 2006-2007 Health, Superseded 23/10/2006
	Admitted patient care NMDS 2007-2008 Health, Superseded 05/02/2008
	Admitted patient care NMDS 2008-2009 Health, Standard 05/02/2008
	Admitted patient mental health care NMDS Health, Superseded 23/10/2006
	Admitted patient mental health care NMDS Health, Superseded 07/12/2005
	Admitted patient mental health care NMDS 2007-2008 Health, Superseded 05/02/2008
	Admitted patient mental health care NMDS 2008-2009 Health, Standard 05/02/2008
	Admitted patient palliative care NMDS Health, Superseded 07/12/2005
	Admitted patient palliative care NMDS 2006-2007 Health, Superseded 23/10/2006
	Admitted patient palliative care NMDS 2007-08 Health, Superseded 05/02/2008

[Admitted patient palliative care NMDS 2008-09](#) Health, Standard 05/02/2008

[Alcohol and other drug treatment services NMDS](#) Health, Superseded 21/03/2006

[Alcohol and other drug treatment services NMDS](#) Health, Superseded 23/10/2006

[Alcohol and other drug treatment services NMDS 2007-2008](#) Health, Superseded 05/02/2008

[Alcohol and other drug treatment services NMDS 2008-2009](#) Health, Standard 05/02/2008

[AROC inpatient data set specification](#) Health, Candidate 14/02/2007

[Cancer (clinical) DSS](#) Health, Superseded 07/12/2005

[Cancer (clinical) DSS](#) Health, Standard 07/12/2005

[Cancer (clinical) DSS](#) Health, Candidate 14/09/2006

[Cardiovascular disease (clinical) DSS](#) Health, Superseded 15/02/2006

[Cardiovascular disease (clinical) DSS](#) Health, Superseded 04/07/2007

[Cardiovascular disease (clinical) DSS](#) Health, Standard 04/07/2007

[Cardiovascular disease (clinical) DSS - Demo for CPIC](#)*No registration status*

[Child protection and support services (CPSS) client cluster](#) Community services, Standard 30/04/2008

[Child protection and support services (CPSS) sibling cluster](#) Community services, Standard 30/04/2008

[Children's Services NMDS](#) Community services, Standard 18/12/2007

[Commonwealth State/Territory Disability Agreement NMDS - 1 July 2006](#) Community services, Standard 27/04/2007

[Community mental health care 2004-2005](#) Health, Superseded 08/12/2004

[Community mental health care NMDS 2005-2006](#) Health, Superseded 07/12/2005

[Community mental health care NMDS 2006-2007](#) Health, Superseded 23/10/2006

[Community mental health care NMDS 2007-2008](#) Health, Superseded 05/02/2008

[Community mental health care NMDS 2008-2009](#) Health, Standard 05/02/2008

[Community-based palliative care client DSS](#) Health, Recorded 13/05/2008

[Computer Assisted Telephone Interview demographic module DSS](#)*No registration status*

[Computer Assisted Telephone Interview demographic module DSS](#) Health, Standard 04/05/2005

[Congenital anomalies NMDS (Under development by the NPSU September 2006)](#)*No registration status*

[Date of birth DSS](#)*No registration status*

[Dementia MDS](#)*No registration status*

[Diabetes (clinical) DSS](#) Health, Superseded 21/09/2005

[Diabetes (clinical) DSS](#) Health, Standard 21/09/2005

[Gambling Support Services](#)*No registration status*

[Health care client identification DSS](#) Health, Standard 04/05/2005

[Health care provider identification DSS](#) Health, Superseded 04/07/2007

[Health care provider identification DSS](#) Health, Standard 04/07/2007

[Health care provider identification DSS](#)*No registration status*

[Health labour force NMDS](#) Health, Standard 01/03/2005

[Juvenile Justice NMDS](#)*No registration status*

[Juvenile Justice NMDS](#) Community services, Standard 27/03/2007

[Medical Indemnity DSS](#)*No registration status*

[National Bowel Screening Program NMDS](#)*No registration status*

[Non-admitted patient emergency department care NMDS](#) Health, Superseded 07/12/2005

[Non-admitted patient emergency department care NMDS](#) Health, Superseded 24/03/2006

[Non-admitted patient emergency department care NMDS](#) Health, Superseded 23/10/2006

[Non-admitted patient emergency department care NMDS](#)*No registration status*

[Non-admitted patient emergency department care NMDS 2007-2008](#) Health, Superseded 05/02/2008

[Non-admitted patient emergency department care NMDS 2008-2009](#) Health, Standard 05/02/2008

[Organ and tissue donation](#)*No registration status*

[Outpatient care patient level DSS](#)*No registration status*

[Perinatal NMDS](#) Health, Superseded 06/09/2006

[Perinatal NMDS](#) Health, Superseded 07/12/2005

[Perinatal NMDS 2007-2008](#)*No registration status*

[Perinatal NMDS 2007-2008](#) Health, Superseded 05/02/2008

[Perinatal NMDS 2008-2009](#) Health, Standard 05/02/2008

[Residential mental health care NMDS 2005-2006](#) Health, Superseded 07/12/2005

[Residential mental health care NMDS 2006-2007](#) Health, Superseded 23/10/2006

[Residential mental health care NMDS 2007-2008](#) Health, Superseded 05/02/2008

[Residential mental health care NMDS 2008-2009](#) Health, Standard 05/02/2008

[SAAP Client Collection National Minimum Data Set](#) Community services, Standard 30/11/2007

[SAAP date of birth data cluster](#)*No registration status*

[Statistical linkage key 581 cluster](#) Community services, Recorded 27/03/2007

[Statistical linkage key DSS](#)*No registration status*

[Younger people with disabilities in residential aged care program](#)*No registration status*

Data set specification specific attributes

Disability group

Identifying and definitional attributes

Technical name: Person—disability group, code N

METeOR identifier: 337532

Registration status: Community services, Standard 01/03/2005

Definition: The disability group that most clearly expresses the experience of disability by a person as represented by a code.

Context: Disability groupings constitute a broad categorisation of disabilities in terms of the underlying health condition, impairment, activity limitations, participation restrictions, environmental factors and support needs.

Disability is the umbrella term for any or all of: an impairment of **body structure** or function, a limitation in **activities**, or a restriction in **participation**. Disability is defined in terms of three components: 'Body functions and structures', **'Activity and Participation'** and **'Environmental factors'**.

Data Element Concept: Person—disability group

Value domain attributes

Representational attributes

Representation class: Code

Data type: Number

Format: N

Maximum character length: 1

Permissible values:

Value	Meaning
1	Intellectual/learning
2	Psychiatric
3	Sensory/speech
4	Physical/diverse

Supplementary values:

9	Not stated/inadequately described

Collection and usage attributes

Guide for use: Code 1   Intellectual/learning

Intellectual/learning disability is associated with impairment of intellectual functions with limitations in a range of daily activities and restrictions in participation in a range of life areas. Supports may be needed throughout life, the level of support tends to be consistent over a period of time but may change in association with changes in life circumstances.

This grouping includes:

Developmental delay is applicable to children aged 0-5 only. Conditions appearing in the early developmental period, with no specific diagnosis.

Intellectual disability applies to conditions appearing in the developmental period (age 0–18) associated with impairment of mental functions, difficulties in learning and performing certain daily life skills and limitation of adaptive skills in the context of

community environments compared to others of the same age. Includes Down syndrome, tuberous sclerosis, cri-du-chat syndrome etc.

Specific learning/Attention Deficit Disorder (other than intellectual). A general term referring to a group of disorders, presumed due to central nervous system dysfunction rather than an intellectual disability, covering significant difficulties in the acquisition and use of listening, speaking, reading, writing, reasoning or mathematical skills.

Autism (including Asperger's syndrome and Pervasive Developmental Delay) is used to describe pervasive developmental disorder involving disturbances in cognition, interpersonal communication, social interactions and behaviour (in particular obsessional, ritualistic, stereotyped and rigid behaviours).

Code 2   Psychiatric

Psychiatric disability is associated with clinically recognisable symptoms and behaviour patterns frequently associated with distress that may impair personal functioning in normal social activity. Impairments of global or specific mental functions may be experienced, with associated activity limitations and participation restrictions in a range of areas. Supports needed may vary in range, and may be required with intermittent intensity during the course of the condition. Change in level of supports tends to be related to changes in the extent of the impairment and the environment. Psychiatric disability may be associated with schizophrenias, affective disorders, anxiety disorders, addictive behaviours, personality disorders, stress, psychosis, depression and adjustment disorders.

Code 3   Sensory/speech

This grouping includes:

Deafblind is used to describe dual sensory impairments causing severe restrictions in communication, and in the ability to participate in community life.

Vision disability encompasses blindness, vision impairment, visual handicap (not corrected by glasses or contact lenses), which can cause severe restrictions in communication, and in the ability to participate in community life.

Hearing disability encompasses deafness, hearing impairment, hearing loss, which can cause severe restrictions in communication, and in the ability to participate in community life.

Speech disability encompasses speech loss, impairment and/or difficulty in communication which can cause severe restrictions in communication, and in the ability to participate in community life.

Code 4   Physical/diverse

Physical/diverse disability is associated with the presence of an impairment, which may have diverse effects within and among individuals, including effects on physical activities such as mobility. The range and extent of activity limitations and participation restrictions will vary with the extent of impairment and the environment. Environmental factors and support needs are related to areas of activity limitation and participation restrictions, and may be required for long periods.

Level of supports may vary with both life changes and extent of impairment.

This grouping includes:

Physical disability is used to describe conditions that are attributable to a physical cause or impact on the ability to perform physical activities, such as mobility. Physical disability includes paraplegia, quadriplegia, muscular dystrophy, motor neurone disease, neuromuscular disorders, cerebral palsy, absence or deformities of limbs, spina bifida, arthritis, back disorders, ataxia, bone formation or degeneration, scoliosis etc. Impairments may affect internal organs such as lung or liver.

Acquired brain injury is used to describe multiple disabilities arising from damage to the brain acquired after birth. It results in deterioration in cognitive, physical, emotional or independent functioning. It can be as a result of accidents, stroke, brain tumours, infection, poisoning, lack of oxygen, degenerative neurological disease etc.

Neurological disability applies to impairments of the nervous system occurring after birth, and includes epilepsy and organic dementias (e.g. Alzheimer's Disease) as well as such conditions as multiple sclerosis and Parkinson's.

Source and reference attributes

Submitting organisation:	Australian Institute of Health and Welfare
Origin:	Commonwealth State/Territory Disability Agreement National Minimum Data Set 2002-2003 Data Guide.
Reference documents:	Commonwealth State/Territory Disability Agreement National Minimum Data Set 2005-06 Data Guide.

Data element attributes

Collection and usage attributes

Guide for use:	This metadata item may be used as a basis for the broad description of similar experiences of disability and patterns of impairments, activity limitations, participation restrictions, support needs and related health conditions. 'Disability group' is not a diagnostic grouping, and there is not a one-to-one correspondence between a health condition and a disability group. Where a precise diagnosis is to be recorded, Episode of care—principal diagnosis, code (ICD-10-AM 6th edn) ANN{.N[N]} and Episode of care—additional diagnosis, code (ICD-10-AM 6th edn) ANN{.N[N]} may be used. The collection of data on disability-related metadata items and diagnosis, together, allows the relationship of the components of disability and related health conditions to be more thoroughly explored.
	Consumer groups, service providers and governments may use these groupings to make national and international comparisons.
	The experience of disability is complex and multi-dimensional. It can be described using impairments of structure and/or function, patterns of activity limitation, participation restrictions, environmental factors and support needs.
	Each of these dimensions can inform the decision on which group to use.

Collection methods:	Data collections may report at a lower level of detail. However, it is important that the two levels of classification can be mapped to each other.

Code 1   Intellectual /learning

Intellectual
Specific learning
Autism
Developmental delay

Code 2   Psychiatric

Psychiatric

Code 3   Sensory/speech

Deafblind
Vision
Hearing
Speech

Code 4   Physical/diverse

Physical
Acquired brain impairment
Neurological

Specific collections may require information on all disabilities of person, on only one primary disability or on both.

Relational attributes

Related metadata references:	Supersedes Disability grouping, version 2, DE, NCSDD, NCSIMG, Superseded 01/03/2005.pdf (28.23 KB)
Implementation in Data Set Specifications:	Child protection and support services (CPSS) client cluster Community services, Standard 30/04/2008

Data set specification specific attributes

Employment service type (child protection notification)

Identifying and definitional attributes

Technical name: Child protection notification—employment service type, code
                               N[N]

METeOR identifier: 316617

Registration status: Community services, Standard 30/04/2008

Definition: The type of service in which the person who made the child
                               protection contact was employed, as represented by a code.

Data Element Concept: Child protection notification—employment service type

Value domain attributes

Representational attributes

Representation class: Code

Data type: Number

Format: N[N]

Maximum character length: 2

Permissible values:

Value	Meaning
1	Hospital: Public
2	Hospital: Private
3	Other health service: Public
4	Other health service: Private
5	Community Services department
6	Child care centre
7	School
8	Education department support services
9	Other non-government organisation
10	Family law court
11	Other Australian Federal-government department
12	Other state or territory government department
13	Police
14	Not applicable
88	Other

Supplementary values: 99   Not stated/inadequately described

Collection and usage attributes

Guide for use: CODE 1 Hospital: Public

                               Government run and funded hospitals including psychiatric or
                               specialist hospitals.

                               CODE 2 Hospital: Private

                               Privately run hospitals including psychiatric or specialist
                               hospitals.

                               CODE 3 Other health service: Public

                               Any other health service for example Aboriginal health service,

ambulatory centre, outpatient clinic, community health centre where the service is government funded.

CODE 4 Other health service: Private

Any other health service for example general practitioners, day surgery centre, medical centre, which is not government funded.

CODE 5 Community Services department

The state or territory government department that has statutory responsibility for child protection

CODE 6 Child care centre

An organisation unit which delivers child care. This can be either centre-based or family day care.

CODE 7 School

Any government of non-government institution that provides instruction or imparting of knowledge to children. This includes preschools, kindergartens, primary schools, secondary schools and colleges and childhood development centres.

CODE 8 Education department support services­

Any employee of an education department, such as social workers, psychologists, and counsellors but who is not specifically employed by the school or child care centre.

CODE 9 Other non-government organisation

Any non-government organisation, such as Barnardos, Smith Family, Centacare.

CODE 10 Family law court

The court of Australia that determines all matters in relation to family law.

CODE 11 Other Australian federal-government department

Such as Centrelink.

CODE 12 Other state or territory government department

Such as the education department, health department but excludes government service delivery settings such as schools, hospitals and government health centres.

CODE 13 Police

Includes all state and territory police forces and the Australian Federal Police.

CODE 14 Not applicable

Includes all persons in categories 1-8 in the data item 'Personal or professional relationship to the child of the person who made the contact'.

Data element attributes

Collection and usage attributes

Guide for use: This data element refers to the type of service the person contacting the department is employed by. It relates to persons who contacted the department in their professional capacity.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW

Version 1.0 Oct 2005.

Relational attributes

Implementation in Data Set Specifications:

[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#)
Community services, Superseded 01/05/2008

[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#)
Community services, Standard 30/04/2008

Data set specification specific attributes

Finalised investigation outcome indicator (Child protection notification)

Identifying and definitional attributes

Technical name: Child protection notification—finalised investigation outcome indicator, code N

Synonymous names: Substantiated finalised investigation outcome status (Child protection notification)

METeOR identifier: 367312

Registration status: Community services, Standard 30/04/2008

Definition: Whether the outcome decision of a finalised **investigation** is substantiated, as represented by a code.

Data Element Concept: Child protection notification—finalised investigation outcome indicator

Value domain attributes

Representational attributes

Representation class: Code

Data type: Number

Format: N

Maximum character length: 1

Permissible values:

Value	Meaning
1	Yes
2	No

Data element attributes

Collection and usage attributes

Guide for use: This data element should only be reported in relation to child protection investigations that have been finalised
(*Child protection notification—investigation status, code N* = 1).
Once an investigation is finalised an outcome is recorded in the system.
CODE 1 Yes

A finalised **investigation** is classified as **'substantiated'** where there is reasonable cause to believe that the child has been, is being or is likely to be abused or neglected or otherwise harmed. Substantiation does not necessarily require sufficient evidence for a successful prosecution and does not imply that treatment or case management was, or is to be, provided.
CODE 2 No

A finalised **investigation** is classified as 'not substantiated' where an investigation has concluded that there is no reasonable cause to suspect prior, current or future abuse or neglect or harm to the child.

Collection methods: The outcome should be recorded once the assessment has been completed and a decision has been made as to whether a child has been, is being or is likely to be abused, neglected or

otherwise harmed.

This does not include cases where the investigation is still in progress.

Comments: This is important to measure the proportion of investigations that are substantiated. It is also important to determine the outcomes of children who are in contact with community services departments.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Related metadata references: See also Child protection notification—investigation outcome, code N Community services, Standard 30/04/2008

Implementation in Data Set Specifications: Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008) Community services, Standard 30/04/2008

Data set specification specific attributes

Household parental care type (child protection)

Identifying and definitional attributes

Technical name: Child—household parental care type, (child protection) code N[N]

Synonymous names: Living arranagement (child protection)

METeOR identifier: 367642

Registration status: Community services, Standard 30/04/2008

Definition: The type of a parental care within a household that a child belongs to, as represented by a code.

Data Element Concept: Child—household parental care type

Value domain attributes

Representational attributes

Representation class: Code

Data type: Number

Format: N[N]

Maximum character length: 2

Permissible values:

Value	Meaning
4	Foster
6	Other relatives/kin
8	Two parent (natural)
9	Two parent (step or blended)
10	One parent-female
11	One parent-male
12	Other

Supplementary values:

99	Not stated/inadequately described

Collection and usage attributes

Guide for use: CODE 4 Foster care

Includes situations in which a child is living with foster parent(s) who receive a foster care allowance from a government or non-government organisation for the care of a child (excluding children in family group homes)

CODE 6 Relative/kin who are not reimbursed
Includes family members (other than parents) or a person well known to the child and/or family (based on a pre-existing relationship) who ARE NOT reimbursed by the state/territory.

CODE 8 Two parent (natural)
Includes all two parent families where both the parents are either the biological or adoptive parents of the child. This also includes same-sex parents who have been the parents of the child since birth or adoption.

CODE 9 Two parent (Step or blended)
Includes blended or reconstituted families (one biological and

one step parent).

CODE 10 One parent female
Includes all one-parent families where the parent is female. The parent may be the biological, step or adoptive parent.

CODE 11 One parent male
Includes all one-parent families where the parent is male. The parent may be the biological, step or adoptive parent.

CODE 12 Other
This includes all those not mentioned above.

CODE 99 Not stated/inadequately described
Is used when the family in which a child lives in not recorded or is unknown.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data working group (NCPASS).

Origin: Child Protection and Support Services National Minimum Data Set, Data Collection Manual, AIHW September 2005.

Data element attributes

Collection and usage attributes

Guide for use: This refers to the parental care arrangement of a child, who is the subject of substantiation stemming from a child protection contact, at the time of the abuse/neglect/harm occured.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Implementation in Data Set Specifications: [Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#)
Community services, Standard 30/04/2008

Data set specification specific attributes

Indigenous status

Identifying and definitional attributes

Technical name: Person—Indigenous status, code N

METeOR identifier: 291036

Registration status: Health, Standard 04/05/2005
                                 Community services, Standard 25/08/2005

Definition: Whether a person identifies as being of Aboriginal or Torres Strait Islander origin, as represented by a code. This is in accord with the first two of three components of the Commonwealth definition.

Data Element Concept: Person—Indigenous status

Value domain attributes

Representational attributes

Representation class: Code

Data type: Number

Format: N

Maximum character length: 1

Permissible values:

Value	Meaning
1	Aboriginal but not Torres Strait Islander origin
2	Torres Strait Islander but not Aboriginal origin
3	Both Aboriginal and Torres Strait Islander origin
4	Neither Aboriginal nor Torres Strait Islander origin

Supplementary values: 9   Not stated/inadequately described

Collection and usage attributes

Guide for use: This metadata item is based on the Australian Bureau of Statistics (ABS) standard for Indigenous status. For detailed advice on its use and application please refer to the ABS Website as indicated in the Reference documents.

The classification for Indigenous status has a hierarchical structure comprising two levels. There are four categories at the detailed level of the classification which are grouped into two categories at the broad level. There is one supplementary category for 'not stated' responses. The classification is as follows:

Indigenous:

- Aboriginal but not Torres Strait Islander origin.
- Torres Strait Islander but not Aboriginal origin.
- Both Aboriginal and Torres Strait Islander origin.

Non-indigenous:

- Neither Aboriginal nor Torres Strait Islander origin.

Not stated/ inadequately described:

This category is not to be available as a valid answer to the questions but is intended for use:

- Primarily when importing data from other data collections that do not contain mappable data.
- Where an answer was refused.
- Where the question was not able to be asked prior to completion of assistance because the client was unable to communicate or a person who knows the client was not available.

Only in the last two situations may the tick boxes on the questionnaire be left blank.

Data element attributes

Collection and usage attributes

Collection methods:	The standard question for Indigenous Status is as follows:

[Are you] [Is the person] [Is (name)] of Aboriginal or Torres Strait Islander origin?

(For persons of both Aboriginal and Torres Strait Islander origin, mark both 'Yes' boxes.)

No...

Yes, Aboriginal..............................

Yes, Torres Strait Islander............

This question is recommended for self-enumerated or interview-based collections. It can also be used in circumstances where a close relative, friend, or another member of the household is answering on behalf of the subject. It is strongly recommended that this question be asked directly wherever possible.

When someone is not present, the person answering for them should be in a position to do so, i.e. this person must know well the person about whom the question is being asked and feel confident to provide accurate information about them.

This question must always be asked regardless of data collectors' perceptions based on appearance or other factors.

The Indigenous status question allows for more than one response. The procedure for coding multiple responses is as follows:

If the respondent marks 'No' and either 'Aboriginal' or 'Torres Strait Islander', then the response should be coded to either Aboriginal or Torres Strait Islander as indicated (i.e. disregard the 'No' response).

If the respondent marks both the 'Aboriginal' and 'Torres Strait Islander' boxes, then their response should be coded to 'Both Aboriginal and Torres Strait Islander Origin'.

If the respondent marks all three boxes ('No', 'Aboriginal' and 'Torres Strait Islander'), then the response should be coded to 'Both Aboriginal and Torres Strait Islander Origin' (i.e. disregard the 'No' response).

This approach may be problematical in some data collections, for example when data are collected by interview or using screen based data capture systems. An additional response category

Yes, both Aboriginal and Torres Strait Islander...

may be included if this better suits the data collection practices

of the agency or establishment concerned.

Comments:	The following definition, commonly known as 'The Commonwealth Definition', was given in a High Court judgement in the case of Commonwealth v Tasmania (1983) 46 ALR 625.

'An Aboriginal or Torres Strait Islander is a person of Aboriginal or Torres Strait Islander descent who identifies as an Aboriginal or Torres Strait Islander and is accepted as such by the community in which he or she lives'.

There are three components to the Commonwealth definition:

- descent;
- self-identification; and
- community acceptance.

In practice, it is not feasible to collect information on the community acceptance part of this definition in general purpose statistical and administrative collections and therefore standard questions on Indigenous status relate to descent and self-identification only. |

Source and reference attributes

Origin:	National Health Data Committee

National Community Services Data Committee |
| *Reference documents:* | Australian Bureau of Statistics 1999. Standards for Social, Labour and Demographic Variables. Cultural Diversity Variables, Canberra. Viewed 3 August 2005. |

Relational attributes

Related metadata references:	See also Person—Indigenous status, code N*No registration status*

Supersedes Person—Indigenous status, code N Health, Superseded 04/05/2005, Community services, Superseded 25/08/2005 |
| *Implementation in Data Set Specifications:* | Acute coronary syndrome (clinical) DSS*No registration status*

Acute coronary syndrome (clinical) DSS*No registration status*

Acute coronary syndrome (clinical) DSS Health, Standard 07/12/2005

Acute coronary syndrome (clinical) DSS Health, Superseded 07/12/2005

Acute coronary syndrome (clinical) DSS - Queensland Health CPIC*No registration status*

Acute coronary syndrome (Revised with 2nd tier data items) Health, Candidate 04/03/2008

Admitted patient care NMDS Health, Superseded 07/12/2005

Admitted patient care NMDS 2006-2007 Health, Superseded 23/10/2006

Admitted patient care NMDS 2007-2008 Health, Superseded 05/02/2008

Admitted patient care NMDS 2008-2009 Health, Standard 05/02/2008

Admitted patient mental health care NMDS Health, Superseded 23/10/2006

Admitted patient mental health care NMDS Health, Superseded 07/12/2005 |

[Admitted patient mental health care NMDS 2007-2008](#) Health, Superseded 05/02/2008

[Admitted patient mental health care NMDS 2008-2009](#) Health, Standard 05/02/2008

[Admitted patient palliative care NMDS](#) Health, Superseded 07/12/2005

[Admitted patient palliative care NMDS 2006-2007](#) Health, Superseded 23/10/2006

[Admitted patient palliative care NMDS 2007-08](#) Health, Superseded 05/02/2008

[Admitted patient palliative care NMDS 2008-09](#) Health, Standard 05/02/2008

[Alcohol and other drug treatment services NMDS](#) Health, Superseded 21/03/2006

[Alcohol and other drug treatment services NMDS](#) Health, Superseded 23/10/2006

[Alcohol and other drug treatment services NMDS 2007-2008](#) Health, Superseded 05/02/2008

[Alcohol and other drug treatment services NMDS 2008-2009](#) Health, Standard 05/02/2008

[AROC inpatient data set specification](#) Health, Candidate 14/02/2007

[Cardiovascular disease (clinical) DSS](#) Health, Superseded 15/02/2006

[Cardiovascular disease (clinical) DSS](#) Health, Superseded 04/07/2007

[Cardiovascular disease (clinical) DSS](#) Health, Standard 04/07/2007

[Cardiovascular disease (clinical) DSS - Demo for CPIC](#)*No registration status*

[Child protection and support services (CPSS) - out-of-home care NMDS (July 2007)](#) Community services, Superseded 01/05/2008

[Child protection and support services (CPSS) - out-of-home care NMDS pilot (2008)](#) Community services, Standard 30/04/2008

[Child protection and support services (CPSS) client cluster](#) Community services, Standard 30/04/2008

[Children's Services NMDS](#) Community services, Standard 18/12/2007

[Commonwealth State/Territory Disability Agreement NMDS - 1 July 2006](#) Community services, Standard 27/04/2007

[Community mental health care 2004-2005](#) Health, Superseded 08/12/2004

[Community mental health care NMDS 2005-2006](#) Health, Superseded 07/12/2005

[Community mental health care NMDS 2006-2007](#) Health, Superseded 23/10/2006

[Community mental health care NMDS 2007-2008](#) Health, Superseded 05/02/2008

[Community mental health care NMDS 2008-2009](#) Health, Standard 05/02/2008

[Community-based palliative care client DSS](#) Health, Recorded

13/05/2008

Computer Assisted Telephone Interview demographic module DSS*No registration status*

Computer Assisted Telephone Interview demographic module DSS Health, Standard 04/05/2005

Congenital anomalies NMDS (Under development by the NPSU September 2006)*No registration status*

Diabetes (clinical) DSS Health, Superseded 21/09/2005

Diabetes (clinical) DSS Health, Standard 21/09/2005

Gambling Support Services*No registration status*

Health care client identification DSS Health, Standard 04/05/2005

Juvenile Justice NMDS*No registration status*

Juvenile Justice NMDS Community services, Standard 27/03/2007

National Bowel Screening Program NMDS*No registration status*

Non-admitted patient emergency department care NMDS Health, Superseded 07/12/2005

Non-admitted patient emergency department care NMDS Health, Superseded 24/03/2006

Non-admitted patient emergency department care NMDS Health, Superseded 23/10/2006

Non-admitted patient emergency department care NMDS*No registration status*

Non-admitted patient emergency department care NMDS 2007-2008 Health, Superseded 05/02/2008

Non-admitted patient emergency department care NMDS 2008-2009 Health, Standard 05/02/2008

Outpatient care patient level DSS*No registration status*

Perinatal NMDS Health, Superseded 06/09/2006

Perinatal NMDS Health, Superseded 07/12/2005

Perinatal NMDS 2007-2008*No registration status*

Perinatal NMDS 2007-2008 Health, Superseded 05/02/2008

Perinatal NMDS 2008-2009 Health, Standard 05/02/2008

Recommended Data Specifications for Community Care*No registration status*

Residential mental health care NMDS 2005-2006 Health, Superseded 07/12/2005

Residential mental health care NMDS 2006-2007 Health, Superseded 23/10/2006

Residential mental health care NMDS 2007-2008 Health, Superseded 05/02/2008

Residential mental health care NMDS 2008-2009 Health, Standard 05/02/2008

SAAP Client Collection National Minimum Data Set Community services, Standard 30/11/2007

SAAP Demand for Accommodation National Minimum Data Set Community services, Standard 30/11/2007

Data set specification specific attributes

Investigation commencement date (child protection)

Identifying and definitional attributes

Technical name: Child protection notification—investigation commencement date, DDMMYYYY

METeOR identifier: 316537

Registration status: Community services, Standard 30/04/2008

Definition: The date an investigation began concerning a notification.

Data Element Concept: Child protection notification—investigation commencement date

Value domain attributes

Representational attributes

Representation class: Date

Data type: Date/Time

Format: DDMMYYYY

Maximum character length: 8

Data element attributes

Collection and usage attributes

Guide for use: This date should be recorded when the investigation commences by a departmental case worker after the contact assessment decision is made. How the investigation commences will vary. For some it will be a phone call, for others it will be a visit to the child and/or persons involved with the child.

This data element should always be recorded as an 8-digit valid date comprising day, month and year. Year should always be recorded in its full 4-digit format. For day and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example, if the investigation commenced on 1 July 2004, the date the investigation commenced should be recorded as 01072004. If the date is unknown, the date 01011900 should be provided

Comments: This is important to measure the length of time between the receipt of a contact and the commencement of an investigation. It is also used to measure the length of time of the investigation.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Implementation in Data Set Specifications: [Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#)
Community services, Superseded 01/05/2008
[Child protection and support services (CPSS) - notifications,](#)

Data set specification specific attributes

Investigation conclusion date (child protection notification)

Identifying and definitional attributes

Technical name:	Child protection notification—investigation conclusion date, DDMMYYYY
METeOR identifier:	316549
Registration status:	Community services, Standard 30/04/2008
Definition:	The date a decision concerning an investigation outcome of a notification has been made.
Data Element Concept:	Child protection notification—investigation conclusion date

Value domain attributes

Representational attributes

Representation class:	Date
Data type:	Date/Time
Format:	DDMMYYYY
Maximum character length:	8

Data element attributes

Collection and usage attributes

Guide for use:	This should be the date the investigating officer made a decision regarding whether or not a contact has been substantiated.
	This data element should always be recorded as an 8-digit valid date comprising day, month and year. Year should always be recorded in its full 4-digit format. For day and months with a numeric value of less than 10, zeros should be used to ensure that the date contains the required 8 digits. For example, if the investigation concluded on 28 September 2004, the date should be recorded as 28092004. If the date is unknown, the date 01011900 should be provided. If an investigation did not conclude during the financial year, the date 11111111 should be provided to indicate that this is the case.
Comments:	This is important to determine the length of time of an investigation.

Source and reference attributes

Submitting organisation:	National Child Protection and Support Services data group (NCPASS).
Origin:	Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Implementation in Data Set Specifications:	Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)
	Community services, Superseded 01/05/2008

Data set specification specific attributes

Investigation outcome (child protection notification)

Identifying and definitional attributes

Technical name:	Child protection notification—investigation outcome, code N
Synonymous names:	Investigation outcome
METeOR identifier:	367320
Registration status:	Community services, Standard 30/04/2008
Definition:	The outcome of an investigation where a decision has been made as to whether a child has been, is being, or is likely to be abused, neglected or otherwise harmed, as represented by a code.
Data Element Concept:	Child protection notification—investigation outcome

Value domain attributes

Representational attributes

Representation class:	Code
Data type:	Number
Format:	N
Maximum character length:	1

Permissible values:

Value	Meaning
1	Investigation finalised
2	Investigation in process
3	Investigation not able to be commenced or completed

Collection and usage attributes

Guide for use:
Once an investigation is finalised an outcome is recorded in the system.

CODE 1 Investigation finalised

A finalised investigation is a notification received in a financial year which was investigated and the investigation was completed and an outcome of substantiated or not substantiated recorded by 31 August of the following financial year. Finalised investigations are broken down into 'Substantiated' and 'Not substantiated' categories.

CODE 2 Investigation in process

Where the investigation was ongoing at the end of a period.

CODE 3 Investigation not able to be commenced or completed

Where every effort has been made to investigate the concern, but was not possible.

Data element attributes

Collection and usage attributes

Collection methods:
The outcome should be recorded once the assessment has been completed and a decision has been made as to whether a child has been, is being or is likely to be abused, neglected or

otherwise harmed.

This does not include cases where the investigation is still in progress.

Comments: This is important to measure the proportion of investigations that are substantiated. It is also important to determine the outcomes of children who are in contact with community services departments.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Related metadata references: See also [Child protection notification—finalised investigation outcome indicator, code N](#) Community services, Standard 30/04/2008

Supersedes [Child protection notification—investigation outcome, code N](#) Community services, Standard 30/04/2008

Has been superseded by [Child protection notification—investigation outcome, code N](#) Community services, Standard 30/04/2008

Implementation in Data Set Specifications: [Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#) Community services, Standard 30/04/2008

Data set specification specific attributes

Letters of family name

Identifying and definitional attributes

Technical name: Person—letters of family name, text XXX

METeOR identifier: 349481

Registration status: Community services, Standard 27/03/2007

Definition: The combination of 2nd, 3rd and 5th letters of a person's family name.

Data Element Concept: Person—letters of family name

Value domain attributes

Representational attributes

Representation class: Text

Data type: String

Format: XXX

Maximum character length: 3

Data element attributes

Collection and usage attributes

Guide for use: In the three spaces, the agency should record the 2nd, 3rd and 5th letters of the client's family name.

For example: If the client's family name is Brown, the reported value should be RON. If the client's family name is Thompson, the reported value should be HOP.

If the client's family name includes non-alphabetic characters—for example hyphens (as in Lee-Archer), apostrophes (as in O'Mara) or blank spaces (as in De Vries)—these non-alphabetic characters should be ignored when counting the position of each character.

Regardless of the length of a person's name, the reported value should always be three characters long. If the legal family name is not long enough to supply the requested letters (i.e. a legal family name of less than five letters) then agencies should substitute the number '2' to reflect the missing letters. The placement of a number '2' should always correspond to the same space that the missing letter would have within the 3-digit field. A number (rather than a letter) is used for such a substitution in order to clearly indicate that an appropriate corresponding letter from the person's name is not available.

For example: If a person's family name is Farr, then value reported would be AR2 because the 2 is substituting for a missing 5th letter of the family name. Similarly, if the person's family name was Hua, then the value reported would be UA2 because the 2 is substituting for the missing 5th letter of the family name.

If a client's family name is missing altogether the agency should record the number 999 for all three spaces associated with the family name, (not the number 2). In some cultures it is traditional to state the family name first. To overcome

discrepancies in recording/reporting that may arise as a result of this practice, agencies should always ask the person to specify their legal first given name and their legal family name separately. These should then be recorded as first given name and family name as appropriate, regardless of the order in which they may be traditionally given.

Comments:	The selected *Letters of family name* can be used in combination with *Letters of given name, Date of birth* and *Sex* to develop a statistical linkage key to facilitate the linkage of records for statistical purposes only. This key will also enable linkage to other related databases that either have the same linkage key or the fundamental information to form the same key. The linkage is to assist research and analysis of the data, not for tracking of individuals through the system for case management.
	The provision of letters of a person's name can be a sensitive issue because of privacy and confidentiality concerns. The use of this information will be in accordance with privacy principles.

Relational attributes

Related metadata references:	Is formed using [Person (name)—family name, text X[X(39)]](#) Health, Standard 04/05/2005, Community services, Standard 25/08/2005, Housing assistance, Standard 20/06/2005
	Has been superseded by [Person—letters of family name, text XXX](#)*No registration status*
	Is used in the formation of [Record—linkage key, code 581 XXXXXDDMMYYYYN](#) Community services, Recorded 27/03/2007
	Is used in the formation of [Record—linkage key 581, statistical code XXXXXDDMMYYYYN](#)*No registration status*
Implementation in Data Set Specifications:	[Child protection and support services (CPSS) client cluster](#) Community services, Standard 30/04/2008
	[Children's Services NMDS](#) Community services, Standard 18/12/2007
	[Commonwealth State/Territory Disability Agreement NMDS - 1 July 2006](#) Community services, Standard 27/04/2007
	[Juvenile Justice NMDS](#)*No registration status*
	[Juvenile Justice NMDS](#) Community services, Standard 27/03/2007
	[SAAP Client Collection National Minimum Data Set](#) Community services, Standard 30/11/2007
	[Statistical linkage key 581 cluster](#) Community services, Recorded 27/03/2007
	[Younger people with disabilities in residential aged care program](#)*No registration status*

Data set specification specific attributes

Letters of given name

Identifying and definitional attributes

Technical name: Person—letters of given name, text XX

METeOR identifier: 349483

Registration status: Community services, Standard 27/03/2007

Definition: The combination of the 2nd and 3rd letters of a person's given name.

Data Element Concept: Person—letters of given name

Value domain attributes

Representational attributes

Representation class: Text

Data type: String

Format: XX

Maximum character length: 2

Data element attributes

Collection and usage attributes

Guide for use: In the two spaces the agency should record the 2nd and 3rd letters of the client's given name.

For example: If the client's given name is Elizabeth the reported value should be LI. If the client's given name is Robert the reported value should be OB.

If the client's given name includes non-alphabetic characters—for example hyphens (as in Jo-Anne) or apostrophes (as in D'Arcy), these non-alphabetic characters should be ignored when counting the position of each character.

Regardless of the length of a person's given name, the reported value should always be two characters long. If the given name of the person is not long enough to supply the requested letters (i.e. a name of less than three letters) then agencies should substitute the number '2' to reflect the missing letters. The placement of a number '2' should always correspond to the same space that the missing letter would have within the 2-digit field. A number (rather than a letter) is used for such substitutions in order to clearly indicate that an appropriate corresponding letter from the person's name is not available.

For example: If the person's legal name was Jo then the value reported would be O2 because the 2 is substituting for the missing 3rd letter of the given name.

If the person's given name is missing altogether the agency should record 99 for the two spaces associated with the given name. In some cultures it is traditional to state the family name first. To overcome discrepancies in recording/reporting that may arise as a result of this practice, agencies should always ask the person to specify their given name and their family name separately. These should then be recorded as first given name and family name as appropriate, regardless of the order in

which they may be traditionally given.

Comments:	The selected *Letters of given name* can be used in combination with *Letters of family name, Date of birth* and *Sex* to develop a statistical linkage key to facilitate the linkage of records for statistical purposes only. This key will also enable linkage to other related databases that either have the same linkage key or the fundamental information to form the same key. The linkage is to assist research and analysis of the data, not for tracking of individuals through the system for case management.
	The provision of letters of a person's name can be a sensitive issue because of privacy and confidentiality concerns. The use of this information will be in accordance with privacy principles.

Relational attributes

Related metadata references:	Is formed using Person (name)—given name, text [X(40)] Health, Standard 04/05/2005, Community services, Standard 25/08/2005, Housing assistance, Standard 20/06/2005
	Is formed using Person (name)—family name, text X[X(39)] Health, Standard 04/05/2005, Community services, Standard 25/08/2005, Housing assistance, Standard 20/06/2005
	Is used in the formation of Record—linkage key, code 581 XXXXXDDMMYYYYN Community services, Recorded 27/03/2007
	Is used in the formation of Record—linkage key 581, statistical code XXXXXDDMMYYYYN*No registration status*
Implementation in Data Set Specifications:	Child protection and support services (CPSS) client cluster Community services, Standard 30/04/2008
	Children's Services NMDS Community services, Standard 18/12/2007
	Commonwealth State/Territory Disability Agreement NMDS - 1 July 2006 Community services, Standard 27/04/2007
	Juvenile Justice NMDS*No registration status*
	Juvenile Justice NMDS Community services, Standard 27/03/2007
	SAAP Client Collection National Minimum Data Set Community services, Standard 30/11/2007
	Statistical linkage key 581 cluster Community services, Recorded 27/03/2007
	Younger people with disabilities in residential aged care program*No registration status*

Data set specification specific attributes

Main language other than English spoken at home

Identifying and definitional attributes

Technical name:	Person—main language other than English spoken at home, code (ASCL 2005) NN{NN}
METeOR identifier:	304133
Registration status:	Health, Standard 08/02/2006 Community services, Standard 29/04/2006 Housing assistance, Standard 10/02/2006
Definition:	The language reported by a person as the main language other than English spoken by that person in his/her home (or most recent private residential setting occupied by the person) to communicate with other residents of the home or setting and regular visitors, as represented by a code.
Data Element Concept:	Person—main language other than English spoken at home

Value domain attributes

Representational attributes

Classification scheme:	Australian Standard Classification of Languages 2005
Representation class:	Code
Data type:	Number
Format:	NN{NN}
Maximum character length:	4

Collection and usage attributes

Guide for use:	The Australian Standard Classification of Languages (ASCL) has a three- level hierarchical structure. The most detailed level of the classification consists of base units (languages) which are represented by four-digit codes. The second level of the classification comprises narrow groups of languages (the Narrow Group level), identified by the first two digits. The most general level of the classification consists of broad groups of languages (the Broad Group level) and is identified by the first digit. The classification includes Australian Indigenous languages and sign languages.
	For example, the Lithuanian language has a code of 3102. In this case 3 denote that it is an Eastern European language, while 31 denote that it is a Baltic language. The Pintupi Aboriginal language is coded as 8713. In this case 8 denote that it is an Australian Indigenous language and 87 denote that the language is Western Desert language.
	Language data may be output at the Broad Group level, Narrow Group level or base level of the classification. If necessary significant Languages within a Narrow Group can be presented separately while the remaining Languages in the Narrow Group are aggregated. The same principle can be adopted to highlight significant Narrow Groups within a Broad Group.

Data element attributes

Collection and usage attributes

Collection methods: Recommended question:

Do you/Does the person/Does (name) speak a language other than English at home? (If more than one language, indicate the one that is spoken most often.)

No (English only) _____

Yes, Italian _____

Yes, Greek _____

Yes, Cantonese _____

Yes, Mandarin _____

Yes, Arabic _____

Yes, Vietnamese _____

Yes, German _____

Yes, Spanish

Yes, Tagalog (Filipino) _____

Yes, Other (please specify) _____

This list reflects the nine most common languages other than English spoken in Australia.

Languages may be added or deleted from the above short list to reflect characteristics of the population of interest.

Alternatively a tick box for 'English' and an 'Other - please specify' response category could be used.

Comments: This metadata item is consistent with that used in the Australian Census of Population and Housing and is recommended for use whenever there is a requirement for comparison with Census data.

This data element is important in identifying those people most likely to suffer disadvantage in terms of their ability to access services due to language and/or cultural difficulties. In conjunction with Indigenous status, Proficiency in spoken English and Country of birth this data element forms the minimum core set of cultural and language indicators recommended by the Australian Bureau of Statistics (ABS).

Data on main language other than English spoken at home are regarded as an indicator of 'active' ethnicity and also as useful for the study of inter-generational language retention. The availability of such data may help providers of health and community services to effectively target the geographic areas or population groups that need those services. It may be used for the investigation and development of language services such as interpreter/ translation services.

Source and reference attributes

Origin: Health Data Standards Committee

National Community Services Data Committee

Australian Bureau of Statistics 2005. [Australian Standard Classification of Languages (ASCL) 2005. Cat. no. 1267.0. 2nd Edition](), Canberra: ABS. Viewed 29 July 2005.

Relational attributes

Related metadata references: See also [Person—proficiency in spoken English, code N]() Health,

Standard 01/03/2005, Community services, Standard 01/03/2005, Housing assistance, Standard 10/02/2006

See also Person—preferred language, code (ASCL 2005) NN{NN} Health, Standard 08/02/2006, Community services, Standard 29/04/2006

See also Person—first language spoken, code (ASCL 2005) NN{NN} Community services, Standard 29/04/2006, Housing assistance, Standard 10/02/2006

Supersedes Person—main language other than English spoken at home, code (ASCL 1997) NN{NN} Health, Superseded 08/02/2006, Community services, Superseded 29/04/2006, Housing assistance, Not progressed 13/10/2005

Implementation in Data Set Specifications:	Child protection and support services (CPSS) client cluster Community services, Standard 30/04/2008
	Children's Services NMDS Community services, Standard 18/12/2007
	Community-based palliative care client DSS Health, Recorded 13/05/2008
	National Bowel Screening Program NMDS*No registration status*
	Recommended Data Specifications for Community Care*No registration status*

Data set specification specific attributes

Out-of-home care flag (child protection notification)

Identifying and definitional attributes

Technical name: Child protection notification—out-of-home care flag, code N

METeOR identifier: 331680

Registration status: Community services, Standard 30/04/2008

Definition: An indicator of the out-of-home care status of a child at the time of the notification, as represented by a code.

Data Element Concept: Child protection notification—out-of-home care flag

Value domain attributes

Representational attributes

Representation class: Code

Data type: Number

Format: N

Maximum character length: 1

Permissible values:

Value	Meaning
1	Yes - currently in out-of-home care
2	Yes - past history in out-of-home care
3	No - the child is not currently, or previously been, in out-of-home care

Supplementary values:

4	Not stated

Collection and usage attributes

Guide for use: This data item should be recorded for all children who were the subject of a contact during the year.

CODE 1 Yes - Currently in out-of-home care.

The child is in a current out-of-home care placement that is being paid for by the community services department.

CODE 2 Yes - Past history of placement in out-of-home care.

If the child has had a previous placement in out-of-home care in any jurisdiction in the past five years.

CODE 3 No

The child is not currently, or has not previously, been in state/territory funded or provided out-of-home care.

Collection methods: This should be recorded at the time of the contact assessment decision.

Data element attributes

Collection and usage attributes

Collection methods: This should be recorded at the time of the contact assessment decision.

Comments: This is essential as an alert that the child is recorded in the separate out-of-home care database.

Source and reference attributes

Submitting organisation:	National Child Protection and Support Services data group (NCPASS).
Origin:	Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Implementation in Data Set Specifications:	[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#) Community services, Superseded 01/05/2008
	[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#) Community services, Standard 30/04/2008

Data set specification specific attributes

Person identifier-child protection and support services

Identifying and definitional attributes

Technical name: Person—person identifier, (child protection and support services) NX[X(13)]

Synonymous names: Client ID

METeOR identifier: 340193

Registration status: Community services, Standard 30/04/2008

Definition: A code that uniquely identifies a person within a state or territory.

Data Element Concept: Person—person identifier

Value domain attributes

Representational attributes

Representation class: Identifier

Data type: String

Format: NX[X(13)]

Maximum character length: 15

Data element attributes

Collection and usage attributes

Guide for use:

Collection methods: A State and Territory identifier should be the first character of the ID (N), according to the following ABS standard:

1. New South Wales
2. Victoria
3. Queensland
4. South Australia
5. Western Australia
6. Tasmania
7. Northern Territory
8. Australian Capital Territory
9. Other Territories (i.e. Cocos (Keeling) Islands, Christmas Island and Jervis Bay Territory)

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Reference documents: AS5017 Health Care Client Identification, 2002, Sydney: Standards Australia

AS4846 Health Care Provider Identification, 2004, Sydney: Standards Australia

Relational attributes

Implementation in Data Set Specifications:

[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#)
Community services, Superseded 01/05/2008

[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#)
Community services, Standard 30/04/2008

[Child protection and support services (CPSS) - out-of-home care NMDS (July 2007)](#) Community services, Superseded 01/05/2008

[Child protection and support services (CPSS) - out-of-home care NMDS pilot (2008)](#) Community services, Standard 30/04/2008

[Child protection and support services (CPSS) case worker cluster](#) Community services, Standard 30/04/2008

[Child protection and support services (CPSS) client cluster](#) Community services, Standard 30/04/2008

[Child protection and support services (CPSS) sibling cluster](#) Community services, Standard 30/04/2008

Data set specification specific attributes

Information specific to this data set:

This data element is implemented three times in the Child Protection NMDS. It is collected for the following three items:

- a code that uniquely identifies a client within a state or territory's child protection system (unique client identification number);

- the unique identification number of a child who is the sibling of (or who has a significant attachment with) the subject child and who was living in the same home as the child. This includes biological, adopted, foster, step or half-brother or sisters (client sibling/significant other identification number); and

- a code that uniquely identifies a caseworker within a state or territory's child protection system (unique caseworker identification number).

The unique client identifier should be assigned by the state or territory community services department when the child first comes in contact with the department. The child should retain the same unique identifier across time. This data element should be recorded for each child for each contact, care and protection order and out-of-home care episode.

Any sibling of the child subject to the contact should be also be allocated a unique identification number. This code can be recorded at any stage the client is in contact with the child protection agency, including when the client is on a care and protection order, and or out-of-home care episode.

Each caseworker is to be assigned a unique ID by the Community Services department that will be retained by the caseworker and will remain unique to the caseworker through time. Within each state and territory, each caseworker should be identified by a code using consistent format. The identifier should be assigned by the state or territory community services department when the caseworker is first employed in this role.

The caseworker should retain the same unique identifier across time.

Person identifier-child protection and support services

Identifying and definitional attributes

Technical name: Person—person identifier, (child protection and support services) NX[X(13)]

Synonymous names: Client ID

METeOR identifier: 340193

Registration status: Community services, Standard 30/04/2008

Definition: A code that uniquely identifies a person within a state or territory.

Data Element Concept: Person—person identifier

Value domain attributes

Representational attributes

Representation class: Identifier

Data type: String

Format: NX[X(13)]

Maximum character length: 15

Data element attributes

Collection and usage attributes

Guide for use:

Collection methods: A State and Territory identifier should be the first character of the ID (N), according to the following ABS standard:

1. New South Wales
2. Victoria
3. Queensland
4. South Australia
5. Western Australia
6. Tasmania
7. Northern Territory
8. Australian Capital Territory
9. Other Territories (i.e. Cocos (Keeling) Islands, Christmas Island and Jervis Bay Territory)

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Reference documents: AS5017 Health Care Client Identification, 2002, Sydney: Standards Australia

                               AS4846 Health Care Provider Identification, 2004, Sydney: Standards Australia

Relational attributes

Implementation in Data Set Specifications:

[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#)
Community services, Superseded 01/05/2008

[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#)
Community services, Standard 30/04/2008

[Child protection and support services (CPSS) - out-of-home care NMDS (July 2007)](#) Community services, Superseded 01/05/2008

[Child protection and support services (CPSS) - out-of-home care NMDS pilot (2008)](#) Community services, Standard 30/04/2008

[Child protection and support services (CPSS) case worker cluster](#) Community services, Standard 30/04/2008

[Child protection and support services (CPSS) client cluster](#) Community services, Standard 30/04/2008

[Child protection and support services (CPSS) sibling cluster](#) Community services, Standard 30/04/2008

Data set specification specific attributes

Information specific to this data set:

This data element is implemented three times in the Child Protection NMDS. It is collected for the following three items:

- a code that uniquely identifies a client within a state or territory's child protection system (unique client identification number);

- the unique identification number of a child who is the sibling of (or who has a significant attachment with) the subject child and who was living in the same home as the child. This includes biological, adopted, foster, step or half-brother or sisters (client sibling/significant other identification number); and

- a code that uniquely identifies a caseworker within a state or territory's child protection system (unique caseworker identification number).

The unique client identifier should be assigned by the state or territory community services department when the child first comes in contact with the department. The child should retain the same unique identifier across time. This data element should be recorded for each child for each contact, care and protection order and out-of-home care episode.

Any sibling of the child subject to the contact should be also be allocated a unique identification number. This code can be recorded at any stage the client is in contact with the child protection agency, including when the client is on a care and protection order, and or out-of-home care episode.

Each caseworker is to be assigned a unique ID by the Community Services department that will be retained by the caseworker and will remain unique to the caseworker through time. Within each state and territory, each caseworker should be identified by a code using consistent format. The identifier should be assigned by the state or territory community services department when the caseworker is first employed in this role.

The caseworker should retain the same unique identifier across time.

Postcode—Australian (person)

Identifying and definitional attributes

Technical name:	Person (address)—Australian postcode, code (Postcode datafile) {NNNN}
METeOR identifier:	287224
Registration status:	Health, Standard 04/05/2005 Community services, Standard 25/08/2005 Housing assistance, Standard 10/02/2006
Definition:	The numeric descriptor for a postal delivery area, aligned with locality, suburb or place for the address of a person.
Data Element Concept:	Person (address)—Australian postcode

Value domain attributes

Representational attributes

Classification scheme:	Postcode datafile
Representation class:	Code
Data type:	Number
Format:	{NNNN}
Maximum character length:	4

Collection and usage attributes

Comments:	Postcode - Australian may be used in the analysis of data on a geographical basis, which involves a conversion from postcodes to the Australian Bureau of Statistics (ABS) postal areas. This conversion results in some inaccuracy of information. However, in some data sets postcode is the only geographic identifier, therefore the use of other more accurate indicators (e.g. Statistical Local Area (SLA)) is not always possible.
	When dealing with aggregate data, postal areas, converted from postcodes, can be mapped to Australian Standard Geographical Classification codes using an ABS concordance, for example to determine SLAs. It should be noted that such concordances should not be used to determine the SLA of any individual's postcode. Where individual street addresses are available, these can be mapped to ASGC codes (e.g. SLAs) using the ABS National Localities Index (NLI).

Data element attributes

Collection and usage attributes

Guide for use:	The postcode book is updated more than once annually; as postcodes are a dynamic entity and are constantly changing.
Collection methods:	Leave Postcode - Australian blank for:

- Any overseas address
- Unknown address
- No fixed address.

May be collected as part of Address line or separately. Postal addresses may be different from where a person actually

resides.

Source and reference attributes

Submitting organisation:	Standards Australia
Origin:	National Health Data Committee
	National Community Services Data Committee
Reference documents:	AS5017 Health Care Client Identification, 2002, Sydney: Standards Australia
	AS4846 Health Care Provider Identification, 2004, Sydney: Standards Australia
	Australia Post Postcode book. Reference through:
	http://www1.auspost.com.au/postcodes/

Relational attributes

Related metadata references:	See also Person—Australian state/territory identifier, code N Health, Standard 04/05/2005, Community services, Standard 25/08/2005, Housing assistance, Standard 10/02/2006
	Supersedes Person (address)—Australian postcode (Postcode datafile), code NNN[N] Health, Superseded 04/05/2005, Community services, Superseded 25/08/2005
	Is used in the formation of Person—geographic location, community services code (ASGC 2004) NNNNN Community services, Superseded 02/05/2006
	Is used in the formation of Dwelling—geographic location, remoteness structure code (ASGC 2004) N[N] Housing assistance, Retired 10/02/2006
Implementation in Data Set Specifications:	Acute coronary syndrome (clinical) DSS - Queensland Health CPIC*No registration status*
	AROC inpatient data set specification Health, Candidate 14/02/2007
	Cardiovascular disease (clinical) DSS Health, Superseded 15/02/2006
	Cardiovascular disease (clinical) DSS Health, Superseded 04/07/2007
	Cardiovascular disease (clinical) DSS Health, Standard 04/07/2007
	Cardiovascular disease (clinical) DSS - Demo for CPIC*No registration status*
	Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007) Community services, Superseded 01/05/2008
	Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008) Community services, Standard 30/04/2008
	Child protection and support services (CPSS) - out-of-home care NMDS (July 2007) Community services, Superseded 01/05/2008
	Child protection and support services (CPSS) - out-of-home care NMDS pilot (2008) Community services, Standard 30/04/2008
	Children's Services NMDS Community services, Standard 18/12/2007
	Commonwealth State/Territory Disability Agreement NMDS -

1 July 2006 Community services, Standard 27/04/2007

Community-based palliative care client DSS Health, Recorded 13/05/2008

Computer Assisted Telephone Interview demographic module DSS*No registration status*

Computer Assisted Telephone Interview demographic module DSS Health, Standard 04/05/2005

Dementia MDS*No registration status*

Draft Needle and Syringe program client data dictionary*No registration status*

Gambling Support Services*No registration status*

Health care client identification DSS Health, Standard 04/05/2005

Health care provider identification DSS Health, Superseded 04/07/2007

Health care provider identification DSS Health, Standard 04/07/2007

Health care provider identification DSS*No registration status*

Juvenile Justice NMDS*No registration status*

Juvenile Justice NMDS Community services, Standard 27/03/2007

National Bowel Screening Program NMDS*No registration status*

National Maternal Death NMDS*No registration status*

Person usual physical address DSS*No registration status*

SAAP Client Collection National Minimum Data Set Community services, Standard 30/11/2007

Data set specification specific attributes

Conditional obligation:

In the Child Protection NMDS, this data element is collected a minimum of three times:

- the postcode where the child was living at the time of the contact;

- the numeric descriptor for a postal delivery area aligned with locality, suburb or place and defined by Australia Post for the residential address of the child immediately prior to entering out-of-home care for the first time; and

- the numeric descriptor for a postal delivery area, aligned with locality, suburb or place and defined by Australia Post for the specific address of the out-of-home care placement.

Relationship to child of source of notification (child protection notification)

Identifying and definitional attributes

Technical name:	Child protection notification—relationship to child of source of notification, code N[N]
Synonymous names:	Relationship to child
METeOR identifier:	314756
Registration status:	Community services, Standard 30/04/2008
Definition:	The personal or professional relationship to the child of the person who made the child protection notification to the relevant authority, as represented by a code.
Data Element Concept:	Child protection notification—relationship to child of source of notification

Value domain attributes

Representational attributes

Representation class:	Code
Data type:	Number
Format:	N[N]
Maximum character length:	2

Permissible values:

Value	Meaning
1	Subject child
2	Parent/guardian
3	Relative/kin carer
4	Foster carer
5	Other carer
6	Sibling
7	Other relative
8	Friend/neighbour
9	Police personnel
10	Medical practitioner
11	Nurse
12	Social welfare professional
13	Other health professional
14	School personnel
15	Child care worker
16	Legal professionals
17	Anonymous
88	Other

Supplementary values:

99	Not stated/inadequately described

Collection and usage attributes

Guide for use:	CODE 1 Subject child

Any person who contacts the department regarding a concern about themselves.

CODE 2 Parent/Guardian

A natural or substitute parent (spouse or natural parent, adoptive parent or spouse of an adoptive parent) who has an ongoing legal responsibility for the care and protection of a child.

CODE 3 Relative/kin carer

Includes family members (other than parents) or a person well know to the child and/or family (based on a pre-existing relationship) who has an ongoing legal responsibility for the care and protection of the child.

CODE 4 Foster carer

Person who has duty of care responsibility for the child and the care is authorised and carers are reimbursed by the state or territory and supported by an approved agency.

CODE 5 Other carer

Includes any other person who has an ongoing legal responsibility to care for the child that does not fit into categories 2-4, such as residential care workers.

CODE 6 Sibling

A natural (i.e. biological), adopted, foster, step-brother or sister.

CODE 7 Other relative/kin

Includes a grandparent, aunt, uncle, cousin. The relationship can be full, half or step or through adoption. It also includes members of Indigenous communities who are accepted by that community as being related to the child. This does not include any relative/kin who have ongoing legal responsibility of the child.

CODE 8 Friend/neighbour

An unrelated person or acquaintance who is known to, or lives in close proximity to the subject child or their family, or to the person believed responsible for the abuse or neglect.

CODE 9 Police personnel

Any member of a Federal, state or territory law enforcement agency.

CODE 10 Medical practitioner

Includes only registered medical practitioners. This includes both general practitioners and specialists in hospitals or in the community.

CODE 11 Nurse

Includes registered and enrolled nurses and nurses aids.

CODE 12 Social welfare professionals

Includes social workers, welfare & community workers, counsellors and psychologists.

CODE 13 Other health professional

Includes dentists, pharmacists, and any health professional not covered in 10–12.

CODE 14 School personnel

Any appropriately trained person involved in the instruction or imparting of knowledge to children or providing direct support for this education. This includes teachers, teachers' aides, school principals and who work in preschool, kindergarten, primary,

secondary, technical, sporting or art and crafts education.

CODE 15 Child care worker

Any person engaged in providing occasional, part-time or full-time care for children.

CODE 16 Legal professional

Anyone qualified to practice law including judges, barristers, and solicitors.

CODE 17 Anonymous

All contacts received from a person who chooses not to provide their name

CODE 88 Other

All other persons or organisations not classified above (e.g. ministers of religion or government agencies and instrumentalities not classified above)

CODE 99 Not stated/inadequately described

Includes all contacts where the relationship of the person to the child was not recorded.

Data element attributes

Collection and usage attributes

Guide for use: This refers to the personal or professional capacity of the person who is making the contact. For example, if a person contacts the department as a concerned neighbour and in the conversation it becomes apparent that this person is a police officer, this person is still recorded as a neighbour, as they did not call in their capacity as a police officer.

Collection methods: This item should be recorded at the time of the contact to the community services department. If a notification is made more than once about the same event, then only the first contact is recorded. Therefore, only the first person to notify about the event should be recorded.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Implementation in Data Set Specifications: [Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#)
Community services, Superseded 01/05/2008

[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#)
Community services, Standard 30/04/2008

Data set specification specific attributes

Sex

Identifying and definitional attributes

Technical name:	Person—sex, code N
METeOR identifier:	287316
Registration status:	Health, Standard 04/05/2005
	Community services, Standard 25/08/2005
	Housing assistance, Standard 10/02/2006
Definition:	The biological distinction between male and female, as represented by a code.
Data Element Concept:	Person—sex

Value domain attributes

Representational attributes

Representation class:	Code	
Data type:	Number	
Format:	N	
Maximum character length:	1	
Permissible values:	Value	Meaning
	1	Male
	2	Female
	3	Intersex or indeterminate
Supplementary values:	9	Not stated/inadequately described

Collection and usage attributes

Guide for use:	Diagnosis and procedure codes should be checked against the national ICD-10-AM sex edits, unless the person is undergoing, or has undergone a sex change or has a genetic condition resulting in a conflict between sex and ICD-10-AM code.
	CODE 3 Intersex or indeterminate
	Intersex or indeterminate, refers to a person, who because of a genetic condition, was born with reproductive organs or sex chromosomes that are not exclusively male or female or whose sex has not yet been determined for whatever reason.
	Intersex or indeterminate, should be confirmed if reported for people aged 90 days or greater.
Comments:	The definition for Intersex in Guide for use is sourced from the ACT Legislation (Gay, Lesbian and Transgender) Amendment Act 2003.

Source and reference attributes

Origin:	Australian Capital Territory 2003. Legislation (Gay, Lesbian and Transgender) Amendment Act 2003
Reference documents:	Legislation (Gay, Lesbian and Transgender) Amendment Act 2003. See http://www.legislation.act.gov.au/a/2003-14/20030328-4969/pdf/2003-14.pdf.

Data element attributes

Collection and usage attributes

Collection methods:

Operationally, sex is the distinction between male and female, as reported by a person or as determined by an interviewer.

When collecting data on sex by personal interview, asking the sex of the respondent is usually unnecessary and may be inappropriate, or even offensive. It is usually a simple matter to infer the sex of the respondent through observation, or from other cues such as the relationship of the person(s) accompanying the respondent, or first name. The interviewer may ask whether persons not present at the interview are male or female.

A person's sex may change during their lifetime as a result of procedures known alternatively as sex change, gender reassignment, transsexual surgery, transgender reassignment or sexual reassignment. Throughout this process, which may be over a considerable period of time, the person's sex could be recorded as either Male or Female.

In data collections that use the ICD-10-AM classification, where sex change is the reason for admission, diagnoses should include the appropriate ICD-10-AM code(s) that clearly identify that the person is undergoing such a process. This code(s) would also be applicable after the person has completed such a process, if they have a procedure involving an organ(s) specific to their previous sex (e.g. where the patient has prostate or ovarian cancer).

CODE 3   Intersex or indeterminate

Is normally used for babies for whom sex has not been determined for whatever reason.

Should not generally be used on data collection forms completed by the respondent.

Should only be used if the person or respondent volunteers that the person is intersex or where it otherwise becomes clear during the collection process that the individual is neither male nor female.

CODE 9   Not stated/inadequately described

Is not to be used on primary collection forms. It is primarily for use in administrative collections when transferring data from data sets where the item has not been collected.

Source and reference attributes

Origin:

Australian Institute of Health and Welfare (AIHW) National Mortality Database 1997/98 AIHW 2001 National Diabetes Register, Statistical Profile, December 2000 (Diabetes Series No. 2.)

Reference documents:

Australian Bureau of Statistics

AS4846 Health Care Provider Identification, 2004, Sydney: Standards Australia

AS5017 Health Care Client Identification, 2002, Sydney: Standards Australia

In AS4846 and AS5017 alternative codes are presented. Refer to the current standard for more details.

Relational attributes

Related metadata references:	See also <u>Person—sex, code N</u>*No registration status*
	Supersedes <u>Person—sex (housing assistance), code N</u> Housing assistance, Superseded 10/02/2006
	Supersedes <u>Person—sex, code N</u> Health, Superseded 04/05/2005, Community services, Superseded 31/08/2005
	Is used in the formation of <u>Episode of admitted patient care—major diagnostic category, code (AR-DRG v5.1) NN</u> Health, Standard 01/03/2005
	Is used in the formation of <u>Record—linkage key, code 581 XXXXXDDMMYYYYN</u> Community services, Recorded 27/03/2007
	Is used in the formation of <u>Record—linkage key 581, statistical code XXXXXDDMMYYYYN</u>*No registration status*
	Is used in the formation of <u>Major Diagnostic Category - supplied by hospital - code (AR-DRG v5.1) NN</u>*No registration status*
	Is used in the formation of <u>Episode of admitted patient care—diagnosis related group, code (AR-DRG v5.1) ANNA</u> Health, Standard 01/03/2005
Implementation in Data Set Specifications:	<u>ACT Health Morbidity Data Collection Specification 2006-2007</u>*No registration status*
	<u>Acute coronary syndrome (clinical) DSS</u>*No registration status*
	<u>Acute coronary syndrome (clinical) DSS</u>*No registration status*
	<u>Acute coronary syndrome (clinical) DSS</u> Health, Standard 07/12/2005
	<u>Acute coronary syndrome (clinical) DSS</u> Health, Superseded 07/12/2005
	<u>Acute coronary syndrome (clinical) DSS - Queensland Health CPIC</u>*No registration status*
	<u>Acute coronary syndrome (Revised with 2nd tier data items)</u> Health, Candidate 04/03/2008
	<u>Admitted patient care NMDS</u> Health, Superseded 07/12/2005
	<u>Admitted patient care NMDS 2006-2007</u> Health, Superseded 23/10/2006
	<u>Admitted patient care NMDS 2007-2008</u> Health, Superseded 05/02/2008
	<u>Admitted patient care NMDS 2008-2009</u> Health, Standard 05/02/2008
	<u>Admitted patient mental health care NMDS</u> Health, Superseded 23/10/2006
	<u>Admitted patient mental health care NMDS</u> Health, Superseded 07/12/2005
	<u>Admitted patient mental health care NMDS 2007-2008</u> Health, Superseded 05/02/2008
	<u>Admitted patient mental health care NMDS 2008-2009</u> Health, Standard 05/02/2008
	<u>Admitted patient palliative care NMDS</u> Health, Superseded 07/12/2005
	<u>Admitted patient palliative care NMDS 2006-2007</u> Health, Superseded 23/10/2006

[Admitted patient palliative care NMDS 2007-08](#) Health, Superseded 05/02/2008

[Admitted patient palliative care NMDS 2008-09](#) Health, Standard 05/02/2008

[Alcohol and other drug treatment services NMDS](#) Health, Superseded 21/03/2006

[Alcohol and other drug treatment services NMDS](#) Health, Superseded 23/10/2006

[Alcohol and other drug treatment services NMDS 2007-2008](#) Health, Superseded 05/02/2008

[Alcohol and other drug treatment services NMDS 2008-2009](#) Health, Standard 05/02/2008

[AROC inpatient data set specification](#) Health, Candidate 14/02/2007

[Cancer (clinical) DSS](#) Health, Superseded 07/12/2005

[Cancer (clinical) DSS](#) Health, Standard 07/12/2005

[Cancer (clinical) DSS](#) Health, Candidate 14/09/2006

[Cardiovascular disease (clinical) DSS](#) Health, Superseded 15/02/2006

[Cardiovascular disease (clinical) DSS](#) Health, Superseded 04/07/2007

[Cardiovascular disease (clinical) DSS](#) Health, Standard 04/07/2007

[Cardiovascular disease (clinical) DSS - Demo for CPIC](#)*No registration status*

[Child protection and support services (CPSS) care arrangements cluster](#) Community services, Recorded 18/10/2007

[Child protection and support services (CPSS) client cluster](#) Community services, Standard 30/04/2008

[Child protection and support services (CPSS) sibling cluster](#) Community services, Standard 30/04/2008

[Children's Services NMDS](#) Community services, Standard 18/12/2007

[Commonwealth State/Territory Disability Agreement NMDS - 1 July 2006](#) Community services, Standard 27/04/2007

[Community mental health care 2004-2005](#) Health, Superseded 08/12/2004

[Community mental health care NMDS 2005-2006](#) Health, Superseded 07/12/2005

[Community mental health care NMDS 2006-2007](#) Health, Superseded 23/10/2006

[Community mental health care NMDS 2007-2008](#) Health, Superseded 05/02/2008

[Community mental health care NMDS 2008-2009](#) Health, Standard 05/02/2008

[Community-based palliative care client DSS](#) Health, Recorded 13/05/2008

[Computer Assisted Telephone Interview demographic module DSS](#)*No registration status*

[Computer Assisted Telephone Interview demographic module DSS](#) Health, Standard 04/05/2005

[Congenital anomalies NMDS (Under development by the](#)

NPSU September 2006)*No registration status*

Dementia MDS*No registration status*

Diabetes (clinical) DSS Health, Superseded 21/09/2005

Diabetes (clinical) DSS Health, Standard 21/09/2005

Draft Needle and Syringe program client data dictionary*No registration status*

Gambling Support Services*No registration status*

Health care client identification DSS Health, Standard 04/05/2005

Health care provider identification DSS Health, Superseded 04/07/2007

Health care provider identification DSS Health, Standard 04/07/2007

Health care provider identification DSS*No registration status*

Intensive care DSS Health, Recorded 14/07/2006

Juvenile Justice NMDS*No registration status*

Juvenile Justice NMDS Community services, Standard 27/03/2007

Medical Indemnity DSS*No registration status*

National Bowel Screening Program NMDS*No registration status*

National opioid pharmacotherapy statistics annual data*No registration status*

Non-admitted patient emergency department care NMDS Health, Superseded 07/12/2005

Non-admitted patient emergency department care NMDS Health, Superseded 24/03/2006

Non-admitted patient emergency department care NMDS Health, Superseded 23/10/2006

Non-admitted patient emergency department care NMDS*No registration status*

Non-admitted patient emergency department care NMDS 2007-2008 Health, Superseded 05/02/2008

Non-admitted patient emergency department care NMDS 2008-2009 Health, Standard 05/02/2008

Organ and tissue donation*No registration status*

Outpatient care patient level DSS*No registration status*

Perinatal NMDS Health, Superseded 06/09/2006

Perinatal NMDS Health, Superseded 07/12/2005

Perinatal NMDS 2007-2008*No registration status*

Perinatal NMDS 2007-2008 Health, Superseded 05/02/2008

Perinatal NMDS 2008-2009 Health, Standard 05/02/2008

Recommended Data Specifications for Community Care*No registration status*

Residential mental health care NMDS 2005-2006 Health, Superseded 07/12/2005

Residential mental health care NMDS 2006-2007 Health, Superseded 23/10/2006

Residential mental health care NMDS 2007-2008 Health, Superseded 05/02/2008

Residential mental health care NMDS 2008-2009 Health, Standard 05/02/2008

SAAP Client Collection National Minimum Data Set

Community services, Standard 30/11/2007

[SAAP Demand for Accommodation National Minimum Data Set](#) Community services, Standard 30/11/2007

[Statistical linkage key 581 cluster](#) Community services, Recorded 27/03/2007

[Statistical linkage key DSS](#)*No registration status*

[test](#)*No registration status*

[Test DSS](#)*No registration status*

[Younger people with disabilities in residential aged care program](#)*No registration status*

Data set specification specific attributes

Suburb/town/locality name (person)

Identifying and definitional attributes

Technical name: Person (address)—suburb/town/locality name, text [A(50)]

METeOR identifier: 287326

Registration status: Health, Standard 04/05/2005
                             Community services, Standard 25/08/2005

Definition: The full name of the locality contained within the specific address of a person, as represented by text.

Data Element Concept: Person (address)—suburb/town/locality name

Value domain attributes

Representational attributes

Representation class: Text

Data type: String

Format: [A(50)]

Maximum character length: 50

Data element attributes

Collection and usage attributes

Guide for use: The suburb/town/locality name may be a town, city, suburb or commonly used location name such as a large agricultural property or Aboriginal community.

                             This metadata item may be used to describe the location of person. It can be a component of a street or postal address.

                             The Australian Bureau of Statistics has suggested that a maximum field length of 50 characters should be sufficient to record the vast majority of locality names.

Collection methods: Enter 'Unknown' when the locality name or geographic area for a person or event is not known. Enter 'No fixed address' when a person has no fixed address or is **homeless**.

Source and reference attributes

Origin: National Health Data Committee

                             National Community Services Data Committee

Reference documents: AS5017 Health Care Client Identification, 2002, Sydney: Standards Australia

                             AS4846 Health Care Provider Identification, 2004, Sydney: Standards Australia

                             Australia Post 2005. Australia Postcode File.

                             Viewed 12 April, www.auspost.com.au/postcodes

Relational attributes

Related metadata references: Supersedes Person (address)—suburb/town/locality name, text [A(50)] Health, Superseded 04/05/2005, Community services, Superseded 25/08/2005

                             Is used in the formation of Person (address)—postal delivery

point identifier, {N(8)} Health, Standard 04/05/2005, Community services, Standard 25/08/2005

Is used in the formation of [Dwelling—geographic location, remoteness structure code (ASGC 2004) N[N]](#) Housing assistance, Retired 10/02/2006

Implementation in Data Set Specifications:	[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#) Community services, Superseded 01/05/2008
	[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#) Community services, Standard 30/04/2008
	[Child protection and support services (CPSS) - out-of-home care NMDS (July 2007)](#) Community services, Superseded 01/05/2008
	[Child protection and support services (CPSS) - out-of-home care NMDS pilot (2008)](#) Community services, Standard 30/04/2008
	[Children's Services NMDS](#) Community services, Standard 18/12/2007
	[Computer Assisted Telephone Interview demographic module DSS](#)*No registration status*
	[Computer Assisted Telephone Interview demographic module DSS](#) Health, Standard 04/05/2005
	[Dementia MDS](#)*No registration status*
	[Draft Needle and Syringe program client data dictionary](#)*No registration status*
	[Gambling Support Services](#)*No registration status*
	[Health care client identification DSS](#) Health, Standard 04/05/2005
	[Health care provider identification DSS](#) Health, Superseded 04/07/2007
	[Health care provider identification DSS](#) Health, Standard 04/07/2007
	[Health care provider identification DSS](#)*No registration status*
	[Juvenile Justice NMDS](#)*No registration status*
	[Juvenile Justice NMDS](#) Community services, Standard 27/03/2007
	[Person usual physical address DSS](#)*No registration status*
	[SAAP Client Collection National Minimum Data Set](#) Community services, Standard 30/11/2007

Data set specification specific attributes

Information specific to this data set:	In the Child Protection NMDS, this data element is collected a minimum of three times:
	• the suburb/town/locality name where the child was living at the time of the contact;
	• the full name of the general locality containing the specific residential address of the child immediately prior to their entry into their first ever out-of-home care placement; and
	• the full name of the general locality containing the specific address of the out-of-home care placement.

Unborn child status (child protection notification)

Identifying and definitional attributes

Technical name: Child protection notification—unborn child status, code N

Synonymous names: Unborn child flag

METeOR identifier: 316517

Registration status: Community services, Standard 30/04/2008

Definition: An indication of whether the child was unborn when the notification was made to the community services department, as represented by a code.

Data Element Concept: Child protection notification—unborn child status

Value domain attributes

Representational attributes

Representation class: Code

Data type: Number

Format: N

Maximum character length: 1

Permissible values:

Value	Meaning
1	Unborn
2	Born

Supplementary values:

3	Not applicable
9	Not stated/inadequately described

Data element attributes

Collection and usage attributes

Guide for use: Not applicable should be used if unborn children are not covered by the relevant child protection legislation.

Comments: There are cases where the safety of a child is brought to the attention of child protection authorities before that child is born. While s/he is yet to be born, there are considerable concerns about the safety of the child.

                                     This data element is designed to flag that the client is not yet born. This data element may assist with the record linkage processes, and will also provide valuable data on welfare concerns of unborn children.

Source and reference attributes

Submitting organisation: National Child Protection and Support Services data group (NCPASS).

Origin: Child protection and support services data dictionary. AIHW Version 1.0 Oct 2005.

Relational attributes

Implementation in Data Set Specifications: [Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS (July 2007)](#)

Community services, Superseded 01/05/2008

[Child protection and support services (CPSS) - notifications, investigations, and substantiations NMDS pilot (2008)](#)
Community services, Standard 30/04/2008

Data set specification specific attributes