

# Establishment—staffing categories, health code N[N]

## Identifying and definitional attributes

<b>Metadata item type:</b>	Data Element
<b>Short name:</b>	Establishment staffing categories
<b>METEOR identifier:</b>	620091
<b>Registration status:</b>	<ul style="list-style-type: none"><li>• <a href="#">Health</a>, Standard 04/08/2016</li></ul>
<b>Definition:</b>	The categories of staffing within an establishment, as represented by a code.
<b>Data Element Concept:</b>	<a href="#">Establishment—staffing categories</a>

## Value domain attributes

### Representational attributes

<b>Representation class:</b>	Code
<b>Data type:</b>	Number
<b>Format:</b>	N[N]
<b>Maximum character length:</b>	2
<b>Permissible values:</b>	

Value	Meaning
1	Administrative and clerical staff
2	Diagnostic and allied health professionals
3	Domestic and other staff
4	Enrolled nurses
5	Other personal care staff
6	Registered nurses
7	Specialist salaried medical officers (SMOs)
8	Other salaried medical officers (SMOs)
9	Student nurses
10	Trainee/pupil nurses

### Collection and usage attributes

<b>Guide for use:</b>	<p>CODE 1 Administrative and clerical staff</p> <p>Administrative and clerical staff are staff engaged in administrative and clerical duties. Medical staff and nursing staff, diagnostic and health professionals and any domestic staff primarily or partly engaged in administrative and clerical duties are excluded. Civil engineers and computing staff are included in this category.</p> <p>CODE 2 Diagnostic and allied health professionals</p> <p>Diagnostic and allied health professionals are qualified staff (other than qualified medical and nursing staff) engaged in duties of a diagnostic, professional or technical nature (but also including diagnostic and allied health professionals whose duties are primarily or partly of an administrative nature). This category</p>
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includes all allied health professionals and laboratory technicians (but excludes civil engineers and computing staff).

#### CODE 3 Domestic and other staff

Domestic staff are staff engaged in the provision of food and cleaning services including domestic staff primarily engaged in administrative duties such as food services manager. Dieticians are excluded. This category also includes all staff not elsewhere included (primarily maintenance staff, trades people and gardening staff).

#### CODE 4 Enrolled nurses

Enrolled nurses are registered with the national registration board to practise in this capacity. Includes general enrolled nurse and specialist enrolled nurse (e.g. mothercraft nurses).

#### CODE 5 Other personal care staff

This category includes attendants, assistants or home assistants, home companions, family aides, ward helpers, warders, orderlies, ward assistants and nursing assistants engaged primarily in the provision of personal care to patients or residents, who are not formally qualified or undergoing training in nursing or allied health professions.

#### CODE 6 Registered nurses

Registered nurses include persons with at least a three year training certificate and nurses holding post graduate qualifications. Registered nurses must be registered with the national registration board. This is a comprehensive category and includes community mental health, general nurse, intellectual disability nurse, midwife (including pupil midwife), psychiatric nurse, senior nurse, charge nurse (now unit manager), supervisory nurse and nurse educator. This category also includes nurses engaged in administrative duties no matter what the extent of their engagement, for example, directors of nursing and assistant directors of nursing.

#### CODE 7 Specialist salaried medical officers (SMOs)

**Specialist medical officers** employed by the establishment on a full-time or part-time salaried basis. This excludes visiting medical officers engaged on an honorary, sessional or fee for service basis.

This metadata item includes specialist salaried medical officers who are engaged in administrative duties regardless of the extent of that engagement (for example, clinical superintendent and medical superintendent).

#### CODE 8 Other salaried medical officers (SMOs)

Non-specialist medical officers employed by the establishment on a full-time or part-time salaried basis. This excludes visiting medical offices engaged on an honorary, sessional or fee for service basis. This category includes non-specialist **salaried medical officers** who are engaged in administrative duties regardless of the extent of that engagement (for example, clinical superintendent and medical superintendent).

#### CODE 9 Student nurses

Student nurses are persons employed by the establishment currently studying in years one to three of a three year certificate course. This includes any person commencing or undertaking a three year course of training leading to registration as a nurse by the national registration board. This includes full-time general student nurse and specialist student nurse, such as mental deficiency nurse, but excludes practising nurses enrolled in post basic training courses.

#### CODE 10 Trainee/pupil nurses

Trainee/pupil nurse includes any person commencing or undertaking a 1-year course of training leading to registration as an enrolled nurse on the national registration board (includes all trainee nurses).

# Data element attributes

## Relational attributes

### Related metadata references:

See also [Establishment—full-time equivalent staff, average N\[N\(7\){.N}\]](#)

- [ACT Health \(retired\)](#), Candidate 10/08/2018
- [Health](#), Standard 04/08/2016

Supersedes [Establishment—staffing categories, health code N\[N\]](#)

- [Health](#), Superseded 04/08/2016

### Implementation in Data Set Specifications:

[Full-time equivalent staffing data element clusterACT Health \(retired\)](#), Candidate 10/08/2018

[Health](#), Standard 04/08/2016

[Recurrent salaries and wages expenditure data element clusterACT Health \(retired\)](#), Candidate 10/08/2018

[Health](#), Standard 04/08/2016

[Recurrent salaries and wages expenditure data element clusterHealth](#), Recorded 24/06/2022